



COMMUNITY SCIENCE & OUTREACH COORDINATOR Position Announcement

Consider this position only if you:

*Have passion for the ocean.
Enjoy field work, science and have laboratory experience.
Thrive by working with people from varied interests and in civic engagement.
Are eager to make a difference with dedication, teamwork and fun!*

Clean Ocean Action (COA), a nonprofit 501(c)(3) organization dedicated to protecting marine water quality in the NY/NJ region, is seeking an organizer with a passion for science and the ocean to lead a community science program to track down and eliminate sources of pollution. **This position is immediately available.**

The Community Science and Outreach Coordinator (CSOC) is dedicated to applying science, education, and advocacy to engage local communities and municipal leaders in efforts to improve marine watershed health. This includes implementing and growing COA's science-based pollution track down programs to identify and eliminate sources of biological and chemical water pollution in coastal watersheds. The CSOC is an efficient, motivated, knowledgeable, talented, team-playing, and hard-working ocean advocate that can go with the flow of changes in programs and priorities.

This multi-faceted role includes:

- Developing, leading, engaging and growing community/municipal based collaborations to inspire local and regional actions to improve water quality.
- Community Science activities such as: (i) recruiting, field coordinating, training and sustaining volunteers, (ii) outdoor water quality sampling investigations in ambient and wet weather (iii) in-house lab investigations for water quality, and (iv) data management and reporting.
- Municipal engagement and public outreach/education toward the implementation of actions to reduce and eliminate sources of water pollution.

General Job Description

The goal of this position is to establish, develop, and maintain relationships with permanent, effective, thriving, dedicated local citizens, community groups, municipalities, and elected leaders to sustain water quality improvement actions through COA program implementation. Working under the direction of COA's Executive Director and Water Quality Research Director, the CSOC conducts outreach to inspire municipal and community leaders, as well as citizens, to engage and participate in COA programs to improve local water quality. This includes community science monitoring for pathogens, nutrients, and associated impacts such as fish kills and algal blooms.

Key Specific Responsibilities

Community Science Monitoring, Sampling and Testing:

- Recruit, train, and retain a robust set of volunteers to participate as community scientists in COA's Rally for the Waterways water quality monitoring programs in NJ coastal watersheds through outreach and retention programs.
- Prepare and maintain water quality monitoring program supplies and field and lab equipment.
- Compile and evaluate data, conduct related literature reviews/research, and prepare documents (i.e., reports).
- Ensure the integrity of water quality monitoring data by adhering to all general field, laboratory and project-specific protocols, maintaining equipment, maintaining detailed records, and assisting with data analysis.
- Enhance nonpoint source pollution related water quality initiatives by monitoring policies/laws at the local, state, and federal levels

Community Outreach Responsibilities:

- Establish successful relationships with local partners, including citizens, groups, municipalities, and elected officials, as evidenced by progressive and timely implementation of program tasks and actions and/or goals, achieving improved measurable water quality.
- Establish strong and dedicated collaborations with volunteers, groups, and municipal leaders as evidenced by participation, dedication, and enthusiasm and water quality improvement actions and solutions.
- Regularly and actively attend public meetings of municipalities, municipal and county entities and community groups or networks of groups, as well as individual municipalities, when applicable or needed.
- Develop relevant print and digital content, including for social media, primarily for Water Quality programs as well as for other Educational Programs in coordination with other COA Departments as needed.
- Directly manage the Rally for the Two Rivers community Facebook page.

QUALIFICATIONS

- Minimum requirement of bachelor's degree in science
- Lab and QAQC protocol experience required
- Must embrace the mission of Clean Ocean Action
- Willingness to perform water sampling and field work in challenging weather and adverse conditions
- Exceptional interpersonal, creative and writing skills
- Demonstrated success in multiple outreach and volunteer programs, including with municipalities
- Demonstrated success with motivating community volunteers
- Experience with GIS and Google Maps
- Knowledgeable in technological and social media platforms
- Proficiency in design applications such as Canva/Adobe
- Familiarity with state policies/regulations on stormwater management, a plus

General Staff Expectations

- Maintain strong drive and passion for protecting the ocean environment.
- Maintain excellent organizational skills, planning & implementing skills, attention to detail, ability to multi-task and manage timelines.
- Maintain an outgoing personality and ability to comfortably speak publicly.
- Seek, support, and sustain actions for diversity, equity, inclusion, and justice.
- Work as an individual and as part of a team; COA is a team effort based on our work philosophy with a driving commitment to our mission.
- Teamwork is essential to the goals of COA and thus, communication and collaboration are key.
- Accept review of work, as well as professional guidance and criticism. Most materials and documents are thoroughly reviewed and edited before release.
- Maintain willingness to work during events and programs.
- Be reliable. Be factual. Be professional, creative, thoughtful, and flexible – go with the flow.
- Maintain working car.

COA is committed to providing an environment of mutual respect where equal employment opportunities are available to all applicants and staff members without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. We hire great people from a wide variety of backgrounds, not just to do the right thing, but because it makes the organization stronger.

Position Requirements & Compensation:

- This is a full-time salaried position located in-person at the COA office in Long Branch, NJ, two short blocks from the beach and a county park. Applicant must be willing to relocate or commute.
- Field work/Meetings/Events as scheduled, including early morning start times, evenings and weekends, at times, to support program needs and to attend events and meetings.
- Compensation time policy is available
- Travel to/from COA-related events using a personal vehicle is required and compensated (non-commuting only).
- Benefits include health and dental insurance coverage offered on a cost-sharing basis, paid holidays and Paid Days Off (PDO), employer paid professional workshops and training.

Annual Salary: competitive and commensurate with education, experience, proven success and other qualifications

Benefits: Health and dental insurance coverage offered after three months employment on a cost-sharing basis, paid holidays and paid days off (PDO), employer paid professional workshops and trainings, reimbursed travel expenses (non-commuting only), and working with great staff who are all motivated, fun, friendly and passionate about the ocean!

Start Date: Position immediately available; COA seeks quick fulfillment.

Application Instructions: This position is immediately available, and COA is seeking quick fulfillment. Applications will be accepted until position is filled. Please follow the directions below and submit the required documents to Office@CleanOceanAction.org with “Community Science_Your Name” in the subject line.

1. Cover letter expressing your interest in working for Clean Ocean Action, passion for the ocean, why you enjoy this work, and why you are good at it.
2. Resume or CV, including GPA if a recent graduate and any volunteer activities and hobbies.
3. One writing sample that is indicative of your capacity to meet the job expectations.
4. Three references from past or present direct supervisors (colleagues or personal friends not acceptable). Include their name, position, affiliation/connection to you, and contact information (phone and email).
5. Salary range expectation.