

**Posted:** Thursday, January 17, 2019

**Jackson Hole Conservation Alliance  
Community Engagement Associate**

**About the Alliance**

39 years ago a group of caring neighbors bound by a ferocious love for the magic of Jackson Hole founded the Jackson Hole Alliance for Responsible Planning. We've worked as a watchdog to defend Jackson Hole from many things you don't see today: from oil/gas wells in Cache Creek to a dam that would have flooded Oxbow Bend, and much more. Now, as the Jackson Hole Conservation Alliance, we believe our valley still needs a local organization with deep roots to address bad ideas that don't align with our community's values. And we believe that if we are to succeed in protecting the wildlife, wild places, and community character of Jackson Hole, we must do more than respond to threats: we must proactively create a better future.

That's why we work to make Jackson Hole a national model of a strong community living in balance with nature. This is a future for Jackson Hole where abundant populations of wildlife have the freedom to roam across the landscape, through our neighborhoods, and safely cross our roads. A Jackson Hole where we live in walkable neighborhoods with accessible transportation choices and affordable homes, surrounded by protected open space, working agricultural lands, and connected wildlife habitat. A Jackson Hole where we respect wildlife when we recreate on protected, wild, well-managed public lands.

**Position Overview**

The Community Engagement Associate will empower and mobilize Alliance supporters and constituents to advance our mission of protecting the wildlife, wild places, and community character of Jackson Hole. They will identify, recruit, and develop leaders from the community to be effective advocates for the Alliance's agenda, as well as serve as an advocate themselves. They will engage a diverse range of our community in local policy and local elections and hold elected representatives accountable to our community values.

**Major Responsibilities**

*Community engagement – 30%*

- Identify and recruit volunteers to work on Alliance programs. Get to know new volunteers through one-on-one meetings and host orientations
- Build and implement a functional, efficient, and effective ladder of engagement for volunteers: use programs as an opportunity to develop leaders
- Help educate volunteers and constituents on the Alliance's vision
- Drive turnout to events (open houses, public meetings, hearings, phone banks, door canvasses)
- Manage database of volunteers / activists and volunteer opportunities
- Coordinate with allied organizations on programs
- Work with Alliance staff to organize and implement events to support programmatic goals
- Manage the Alliance's internship program
- Work with Development Manager to effectively turn volunteers into donors and donors into volunteers
- Track metrics of community engagement impact

*Grassroots advocacy – 30%*

- Support ballot campaigns like a Safe Wildlife Crossings SPET measure

**Protecting the wildlife, wild places, and community character of Jackson Hole.**

685 S. Cache St. • P.O. Box 2728 • Jackson, WY 83001 • (307) 733-9417 • info@jhalliance.org • JHAlliance.org

- Lead grassroots volunteer teams on campaigns for our community like Snow King or historic preservation
- Mobilize the community to voice support for local plans and projects that require community support
- Write and deliver public comment as needed

*Conservation Leadership Institute (CLI) – 10%*

- Lead CLI: promote the program, recruit participants, run the application process, improve the curriculum, line up guest speakers, and facilitate workshops
- Coordinate CLI alumni events
- Support CLI team projects

*Civic Engagement – 30%*

- Develop and implement programs and strategies to help us make conservation a defining topic of the 2020 (and beyond) elections in Teton County, and encourage more participation and diversity in local government
- Implement a campaign that educates voters on candidates' and electeds' positions on conservation issues and encourages them to make this a primary focus for their voting decisions, including coordinating a candidate forum and questionnaire/voters' guide
- Create opportunities and implement events to recruit and engage Alliance volunteers (e.g. Get Out the Vote parties, phone banks, door-knocking initiatives, etc.)
- Supervise Civic Engagement Fellow(s) in this work

**Requirements**

*Organizing, Networking, and Coalition Building*

- Ability to teach, empower, and inspire others to be effective conservation advocates
- Energetic and personable affect with constituents, volunteers, and allies
- Ability to identify and recruit people to work on programs
- Ability to develop leaders within the conservation movement
- Knowledge of databases and communications tools such as the Voter Activation Network
- Experience and proven leadership in developing and executing campaigns
- Campaign, community, or other organizing experience is an absolute necessity
- Demonstrated ability in strategic planning, political communications, and working with coalitions

*Advocacy*

- Demonstrated ability to work effectively with and lobby elected officials, governmental agencies, corporations, community leaders, community organizations, etc.
- Proficient in online communications and new media tools
- Strong skills in writing and delivering public comments
- Knowledge of conservation and community planning issues is desirable
- Experience with civic engagement programs
- Ability to translate policies, plans, and design into language understandable by the general public

*Other*

- Excellent organizational skills including ability to manage and prioritize multiple projects
- Commitment to conservation advocacy and creating a better future for Jackson Hole

**Protecting the wildlife, wild places, and community character of Jackson Hole.**



- Strong commitment to participatory democracy and enfranchisement
- Ability and interest in working in a collaborative team environment
- Excellent written and verbal communication skills

**Additional Information**

Although flexible within the time period, primary work hours will fall between 9 a.m. to 5 p.m. Monday through Friday. Some evenings and weekend hours required.

**Compensation**

Competitive annual salary in the mid-40s. The Alliance offers a comprehensive benefits package including health insurance, retirement, vacation and holidays, and flexible schedules; and the opportunity to do meaningful work to create a better future for Jackson Hole.

**Application deadline**

Friday, February 1, 2019 at 5pm. Interviews will be conducted with selected candidates on a rolling basis, so please apply as soon as your materials are ready. The Jackson Hole Conservation Alliance is an equal opportunity employer and encourages applications from people in communities traditionally underrepresented in conservation work.

**To Apply**

Send a cover letter and resume to [jobs@jhalliance.org](mailto:jobs@jhalliance.org). No phone calls, please.

**Protecting the wildlife, wild places, and community character of Jackson Hole.**

685 S. Cache St. • P.O. Box 2728 • Jackson, WY 83001 • (307) 733-9417 • [info@jhalliance.org](mailto:info@jhalliance.org) • [JHAlliance.org](http://JHAlliance.org)