

## **Tinker's Creek Watershed Partners (TCWP)**

### ***Outreach Educator/ Watershed Coordinator***

#### **Job Description**

**Job Summary:** This position implements the Tinkers' Creek and Brandywine Creek NPS-IS plans in addition to serving as an environmental outreach educator. The selected candidate will promote and encourage conservation and the responsible use of natural resources by providing high-quality educational programs and resources to the public, including volunteer opportunities, workshops, and training. This full-time position will report directly to the Deputy Executive Director.

#### **Responsibilities**

- Develop and coordinate outreach and educational materials for communities within the Tinker's Creek and Brandywine Creek watersheds, including stormwater education, to comply with grant requirements and to fulfill TCWP's mission.
- Implement and update Tinker's Creek and Brandywine Creek NPS-IS Plans.
- Oversee stormwater management guidance including, but not limited to, Phase II NPDES Stormwater assistance to communities, education and outreach, and other aspects of stormwater management and related programs.
- Administer Good Housekeeping and Pollution Prevention programs for TCWP member communities.
- Provides stormwater technical assistance to partner agencies, municipalities, and residents of the Tinker's Creek and Brandywine watersheds.
- Assist in watershed project management, including seeking funding, communication with project partners and stakeholders, data analysis, budgeting, problem-solving, goal setting, and tracking results.
- Manages aspects of the water quality data collection program, including maintaining data, coordinating volunteers, and making recommendations based on data.
- Participates in local/regional technical advisory committees, as assigned.
- Assists with social media, website, event planning, quarterly newsletters, and other duties as assigned.

#### **Qualifications**

- Experience and ease with formal and informal public speaking
- Ability to communicate with and present information to diverse groups of people, including children, adults, community groups, local government, and others
- Interest in or experience with DEI (diversity, equity, and inclusion)
- Excellent written communication skills, including a high proficiency in English grammar, composition, and verbal communication
- Ability to organize and implement multiple, complex projects and events
- Ability to work independently and as a member of a team
- Experience in watershed planning
- NPDES experience preferred

- Successful grant writing preferred
- Experience with GIS mapping
- Willing to work indoors or outdoors year-round as needed, including traversing terrain on foot.
- Dedication to environmental protection, including organizing and participating in tree plantings, stream clean-ups, and community outreach and education activities.
- Some evenings and weekends are required.

Education: Bachelor's Degree

Coursework: Environmental science, natural sciences, education, biology, ecology, watershed management, chemistry preferred

Experience: Required: 3-5 years of related experience in outreach, education, and stream/watershed knowledge  
Preferred: demonstrated success in grant writing; project management

Compensation: 40 hours per week, medical benefits, starting salary \$40,000 - \$48,000 commensurate with experience and qualifications.

To Apply:

Send a resume, letter of interest, and contact information for three references to Erica Matheny, Deputy Executive Director, Tinker's Creek Watershed Partners, PO Box 444, Twinsburg, OH 44087, or via email at [erica@tinkerscreekwatershed.org](mailto:erica@tinkerscreekwatershed.org).