



OREGON SHORES  
CONSERVATION COALITION

## Job Opening: CoastWatch Volunteer Coordinator

The Oregon Shores Conservation Coalition is seeking a Volunteer Coordinator for the CoastWatch Program. The position, guaranteed for a year, is half-time, although the goal is to increase it to full-time. Salary range is \$18,000-\$21,000 (at .5 FTE), depending on experience. The position does not come with benefits. The Volunteer Coordinator would be expected to work from home.

CoastWatch organizes volunteers who monitor one-mile segments of the Oregon coast, noting both natural changes and human impacts. The program also conducts a suite of seven citizen science projects, over and above regular CoastWatch monitoring, with an eighth soon to be added. The Volunteer Coordinator, working with Oregon Shores' Executive Director, will be responsible for organizing educational events and volunteer training activities, lead some of these activities, provide volunteer support, assist in recruiting volunteers, and handle some publicity tasks.

The ideal candidate will have a background in coastal natural history and science, plus experience in public education and volunteer organizing and training.

### **Key responsibilities**

- \*Organize public education events of various types, and volunteer training activities
- \*Conduct some volunteer trainings and public events such as beachwalks
- \*Organize citizen science projects and track results
- \*Provide volunteer support and follow-up
- \*Maintain CoastWatch records
- \*Promote the program through public presentations and tabling at events
- \*Help to develop partner/collaborator relationships with other groups and agencies
- \*Assist Executive Director with publicity
- \*Assist Executive Director in shaping grant proposals
- \*Contribute to Oregon Shores' ongoing effort to engage underserved populations and improve outreach so as to address diversity, inclusion, and environmental justice aspects of our work

### **Key qualifications and attributes**

- \*Relevant educational background—probably an M.S., although not a strict requirement
- \*Sufficient background in coastal natural history to lead field trips and training sessions
- \*Some familiarity with citizen science extremely helpful
- \*Experience in working with volunteers
- \*Ability to handle basic database upkeep
- \*Skill in such basic digital areas as spreadsheets, website content posting, social media

- \*Solid writing ability
- \*Experience with publicity and media relations would be a significant plus
- \*Comfortable with interrelating with a wide range of people
- \*Lifelong learner, enthusiastic about expanding knowledge base
- \*Familiarity with grant-writing not a requirement, but would be bonus
- \*Experience working with young people/students not a requirement, but would be a bonus
- \*Flexibility in schedule would be a valuable attribute

If interested, send resume/C.V. and contact information to Phillip Johnson, Executive Director, Oregon Shores, [phillip@oregonshores.org](mailto:phillip@oregonshores.org).

*In Oregon, the beaches belong to the people*

PO Box 33, Seal Rock, Oregon 97376 • (503) 754-9303 • [oregonshores.org](http://oregonshores.org)