



## Regional Engagement Coordinator

### Region:

- Mid-Atlantic (Pennsylvania, Maryland, New Jersey, Virginia, Delaware).

Location: Remote or home office centrally within ~100 mile radius of Harrisburg, PA

Posting Open Date: November 11, 2022

Posting Close Date: December 11, 2022 (or until filled by an exceptional candidate)

### RUFFED GROUSE SOCIETY & AMERICAN WOODCOCK SOCIETY

At RGS & AWS, we believe forests are essential, not just for wildlife, but for all life. For sixty years, our foundation has been embedded in the tenets of sound science and the belief that sustainable forest management is integral to wildlife conservation. We envision landscapes of diverse, healthy forests that provide homes for wildlife and opportunities for people to experience them. These same forests clean the air, filter water, and support local communities.

We are seeking an outstanding individual to increase member engagement. This position will include organizing fundraising banquets and events along with engagement and education events for local chapters in your region, and policy advocacy. The Regional Engagement Coordinator will empower volunteers to become conservation leaders, working with chapters that engage a larger network across the region for the purposes of conservation delivery, advocacy, and fundraising.

### Qualifications:

- More than 3 years of experience with public speaking, email communications, social media management, or other means of communicating with the public or community groups.
- Experience planning, executing, and evaluating banquets and fundraising type events with more than 3 years of experience collaborating with and leading community members, volunteers, staff, and/or board members in project/event management.
- Ability to lead and motivate and a passion for forest and wildlife conservation.
- A degree in communications, marketing, public affairs, social or environmental sciences or equivalent work experience.
- Well organized with experience managing multiple projects under deadlines.
- Ability to establish a home office centrally within the regional service area.
- Willingness to work hours that sometimes extend beyond the typical workday and workweek, including travel throughout the region (valid driver's license required).



## Position Summary:

The Regional Engagement Coordinator will work directly with RGS & AWS volunteers to engage a variety of stakeholders to increase advocacy, membership, and fundraising opportunity at the local, state, and regional level. Specifically, the coordinator will:

- Work directly with Chapter volunteers throughout your region to help them organize and orchestrate fund raising events such as banquets, shoots, online fundraising events. You will be responsible for a fund rising budget in your region.
- Effectively communicate with members, donors, and supporters, keeping them advised of relevant news and success stories.
- Support chapter leadership in growing our community of conservationists and funding the mission of RGS & AWS.
- Host regular “meet and greet” events (in-person and virtual) with RGS & AWS staff and other professionals offering presentations that engage donors, members, and volunteers.
- In collaboration with the Director of Communications & Marketing, build relationships with local media (print and electronic) to publicize RGS & AWS activities and accomplishments.
- Support the Membership Department on promotional drives and campaigns.
- Commit to local, on-the-ground involvement with people and communities, working closely with conservation delivery staff in the region.
- Foster local fundraising & engagement efforts to increase conservation mission impact.
- Identify potential relationships with companies, foundations, and donors capable of magnifying the RGS & AWS mission through their philanthropic vision.
- Notice opportunities to increase mission impact and convey them to colleagues across RGS & AWS program areas.
- Make independent decisions based on analysis, experience, and judgment with appropriate oversight from supervisor. Ability to work with supervisor to manage priorities, especially during busy seasons.

## Compensation:

Competitive compensation; health insurance including medical, dental, and vision; retirement options including employer match; a vehicle (or vehicle stipend) for business travel; a purchasing card for business and travel expenses; personal computer and printer; a cell phone; office supplies and support as needed to excel in their roles. Salary commensurate with experience, minimum starting \$60,000.

## To apply:

Please email cover letter and resume combined in a single .pdf file by December 11, 2022 to [Careers@ruffedgrousesociety.org](mailto:Careers@ruffedgrousesociety.org) using “Mid-Atlantic Engagement” as the email subject line.