

Job Opening: Outreach Coordinator

Location: Bend

Salary Range: \$28,000 - \$32,000 plus benefits

Job Description

Oregon Natural Desert Association (ONDA) is a grassroots organization of 1,000 members with a reputation for proactive defense of desert wildlands and rivers. ONDA's mission is to preserve, protect, and restore Oregon's native deserts and grasslands using education, litigation, and grassroots advocacy. The Outreach Coordinator works with all the staff and various land managers to lead and coordinate ONDA's volunteer field efforts and helps lead ONDA in its outreach to the public.

Responsibilities include:

- Empower ONDA's membership and the public by planning, organizing, and leading volunteer work parties throughout the year. Work to coordinate agency agreements and related volunteer efforts with other organizations, including Tribal and federal agencies.
- Educate and motivate the ONDA membership to respond to legislative and administrative actions through email action alerts (Sagenet), coordinate special events, prepare and editing the ONDA newsletter (Desert Ramblings), and maintain related volunteer and outreach items on website.
- Assist in the preparation of grant reports and maintain relationships with major donors and foundation staff.

We're looking for someone who is energetic, who has top-notch volunteer leadership and communication skills, and who has experience backpacking, camping and working in remote wilderness areas. The ideal candidate will thrive on the challenge of mobilizing a community of far-flung desert volunteers, enjoy manual labor, she or he must be willing and able to work independently, yet be an integral part of a focused team of highly dedicated people. Because much of the field work is hours from a town, this person will be comfortable and effective trouble shooting potential technical problems and handling personality differences.

Above all, we are seeking a colleague with a passion for desert wildlands with a desire to protect these places, forever. A sense of humor comes in handy.

Qualifications:

- Passion for wilderness and healthy wildlands;
- Prior experience in organizing and working with volunteers and enjoys working with people;
- Demonstrated communication skills, previous editing or related media experience a plus;

- Ability to work and travel in the field, overnight and on weekends (most travel is within Oregon);
- Proficiency on computers;
- Competent reading maps and using GPS units;
- Certified Red Cross or Wilderness Rescue training.

Please send a two-page letter of interest highlighting your relevant experience and skills, a resume and three references to: outreach@onda.org