



IPSWICH RIVER  
WATERSHED  
ASSOCIATION

*The Voice of the River*

P.O. Box 576  
Ipswich, MA 01938

## **Planning & Resiliency Program Manager**

### **Position Description**

The Ipswich River Watershed Association seeks candidates for a full-time Planning & Resiliency Program Manager (PRPM) to join our team. The PRMP reports to the Executive Director and is primarily responsible for developing and leading implementation of our various river resiliency plans and actions, primarily via our collaborative partnerships and overseeing related environmental education programming. In addition, the PRMP will actively participate in many aspects of a small and dynamic environmental management and advocacy organization.

### **Job Responsibilities**

- Direct and manage our Municipal Services Program, which seeks to assist municipalities in implementing various climate-resiliency enhancement projects and initiatives focusing on areas of mutual benefit;
- Manage the Parker-Ipswich-Essex (PIE) Rivers Restoration & Resiliency Partnership ([www.pie-rivers.org](http://www.pie-rivers.org)), one of the first watershed scale collaboratives in Massachusetts, and help to drive implementation of its Action Agenda Plan;
- Coordinate activities of the [Greenscapes North Shore Coalition](#) within our Watershed and implement programs focused on Green Infrastructure and Nature-based solutions;
- Work closely and collaboratively with our River Restoration and Science programs;
- Participate in various planning efforts and advocate for public and private entity policies and actions that protect, restore, and increase environmental resiliency;
- With support of our Outreach Program, help implement river resiliency education programs for the public with a focus on developing and mobilizing youth and adult advocates;
- Supervise an Environmental Educator;
- Research and prepare reports, provide public presentations, and facilitate public discussions on resiliency projects and efforts;
- Review and comment on development projects and regulatory changes at the municipal level to increase environmental resiliency;

- Keep informed about current environmental resiliency planning and policy issues, resources, and programs;
- Routinely interact and liaise with environmental and public policy organizations, state agencies, and the public;
- Participate in grant writing and contribute to organizational fundraising efforts.
- Support the organization's ongoing commitment to Justice, Equity, Diversity and Inclusion principles and incorporating them into all aspects of programming.

### **Minimum Qualifications**

Candidate should have demonstrated expertise in several of the following:

- Educational background or experience in environmental and/or climate resiliency planning or related field, including familiarity with federal, state, and local environmental and land use policy issues, laws, and regulations;
- Current best planning practices for sustainable resource management in areas such as water quality, stormwater, water supply, wastewater, wetlands, and coastal resources;
- Current best planning practices related to climate adaptation and building resiliency through Green Infrastructure and other Nature-based Solutions;
- Experience in Low Impact Development and sustainable management of water and other natural resources.
- Project management and staff supervision.
- Grant writing and management.

In addition, the candidate should demonstrate the following:

- Strong research, writing, and communication skills;
- Ability to work independently and with a team in a small non-profit environment;
- Strong organizational skills and ability to work effectively with community groups and government officials in particular;
- Ability to successfully manage multiple programs and projects on an ongoing basis.
- Public process, facilitation and collaboration skills; and
- Strong personal commitment and passion for the work of Ipswich River Watershed Association.

Successful candidates will possess an undergraduate degree in urban/regional planning, environmental planning, natural resources management, public policy or a closely related field supplemented by at least 5 years of relevant and progressive job experience. A master's degree, professional certification and/or additional job experience is a plus. Non-degreed candidates with equivalent skills and work experience are strongly encouraged to apply. Responsibilities will include meetings with local municipal officials and boards, often requiring local travel and some evening meetings; a valid Massachusetts driver's license is required.

## **Compensation and Benefits**

This is a full-time position with a salary range of \$65,000 to \$75,000 dependent on experience/skills. Excellent benefits package including a liberal paid time off policy, health insurance, 401(k), flex time and hybrid work options.

To apply, please send cover letter and resume by email to:

Wayne Castonguay, Executive Director  
[wcastonguay@ipswichriver.org](mailto:wcastonguay@ipswichriver.org)

## **About the Ipswich River Watershed Association**

Founded in 1977, we serve as the Voice of the River and work to ensure there is enough clean water for people and nature and to provide opportunities for people to have fun outdoors. We are a small but nationally known organization with a big record of accomplishments. Increasingly, we seek to position our work under the lens of building resiliency for the watershed and the communities we serve. Our team consists of seven year round and several seasonal staff who are supported by an engaged board, several committees and hundreds of volunteers. We work in 28 communities throughout the Ipswich, Parker and Essex River Watershed and are based at Riverbend, our beautiful 23 acre headquarters on the bank of the River in Ipswich. For more information, go to [www.ipswichriver.org](http://www.ipswichriver.org).