



## Hudson River Sloop Clearwater

### Advocacy and Communications Associate

Hudson River Sloop Clearwater is a member-supported, non-profit organization whose mission is to protect the Hudson River by inspiring lifelong stewardship of the river and its tributaries with innovative advocacy and education programs. The organization owns and operates a historic 106' Hudson River Sloop, recognized as America's Environmental Flagship.

Clearwater is seeking a full-time Advocacy and Communications Associate to join our team. The position will report to the Director of Advocacy and Communications, supporting Clearwater's environmental advocacy efforts and engagement with communities and stakeholders. This is a full-time non-exempt position expected to work 40 hours per week. This position requires 2 days in person at our Beacon office, with the option of 3 days remote. Travel throughout the region and occasional evenings and weekend work will be required.

#### **Responsibilities:**

##### **Advocacy**

- Track new and legacy Hudson River and watershed issues, and support advocacy efforts including research, writing memos, creating fact sheets, drafting public comments, writing press releases and action alerts/petitions
- Support and/or organize community meetings, outreach, and educational events (online and otherwise)
- Maintain contact information for Hudson River and watershed community partners, elected officials, and other relevant entities
- Support state lobbying efforts including researching bills and writing memos of support

##### **Communications**

- Work with the Director to manage and implement an interdepartmental communications calendar to support programmatic, development, advocacy, and marketing goals
- In close collaboration with the Director, develop graphics, content, and promotional materials for Clearwater's website, email, social media, print assets, advertising, campaigns, programs, and fundraising efforts.
- Track communications metrics for social media, email, website, and press
- Organize and maintain Clearwater's digital media library

#### **Qualifications:**

- Strong familiarity with the geographic and political landscape of the Hudson River and watershed and a general familiarity with Clearwater's work and priorities
- 1-2 years experience with grassroots organizing, outreach, and/or communications for not-for-profit and/or environmental science issues;
- Commitment to Clearwater's mission and vision
- A driven self-starter with a high level of organizational, project management, and time management skills with the ability to adapt to shifting priorities

- A team player who can establish and maintain effective working relationships with diverse partner organizations and communities, members of the public, volunteers, and internally, with other departments and volunteer leadership;
- Strong written and verbal communication skills with experience with social media platforms, Google Suite, WordPress, Constant Contact, Google Workspace, Canva, social media platforms, and other commonly used software
- Willingness to travel throughout the Hudson River watershed. Occasional evenings and weekend work will be required, but generally not to exceed standard weekly hours and is considered part of a flexible work schedule;
- Graphic design and video editing skills are a plus
- Bilingual is a plus

**Compensation and Benefits:**

The salary for this full-time position is \$45,000 and includes the following benefits: 3 weeks vacation, 9 sick days, 4 personal days, 11 paid holidays, employer-funded life insurance, and partially funded health/vision/dental benefits.

**Application Process:**

Please submit a cover letter and resume to [hr@clearwater.org](mailto:hr@clearwater.org). Please include Advocacy + Communications Associate in the subject line. Applications will be accepted until March 21, 2025.

*Clearwater acknowledges that the construct of race disproportionately affects Black, Indigenous, and People of Color. We reflect and take action to ensure that our organization does not perpetuate white supremacy. Clearwater respects LGBTQIA+ people and we use language and actions that are respectful of all gender identities and sexual orientations. Clearwater is a safe and welcoming work environment open to members of all races, colors, religions, national origins, sexes, sexual orientations or identities, physical or mental disabilities, ages, ancestries, political affiliations, genetic information, or veteran status to apply.*