



CONNECT • CONSERVE • EXPLORE

500 West 8TH Street #270
Vancouver WA 98660

www.cascadeforest.org
(503) 222-0055

Policy Manager – Cascade Forest Conservancy

Term: Full-time

Hours: 40 hours a week, occasional weekend/evening meetings and events. Flextime provided. FLSA Exempt.

Compensation: \$58,000 with generous benefits including medical & dental insurance, matching 401k plan, generous paid time off, and flexible hours and work environment.

Location: CFC's office is in Vancouver, WA (500 W 8th St. #270 Vancouver, WA 98660). A hybrid work from home and optional office work model is implemented due to COVID and will likely continue post-COVID. This position involves frequent travel throughout the southern Washington Cascades, and occasional evening and weekend events. Potential candidates must have transportation and the ability to travel - travel costs will be reimbursed.

Job Summary: The Cascade Forest Conservancy (CFC) is a nonprofit organization that strives to protect and sustain forests, streams, wildlife, and communities in the heart of the Cascades through conservation, education, and advocacy. We are in search of a Policy Manager, a professional-level position to navigate complex regional, state, and federal public lands management and policy to support CFC's programs and conservation mission. This person will work closely with the U.S. Forest Service, Tribes, partners, collaborative groups, the public, and other CFC staff to seek sustainable solutions to current forest practices that protect the ecosystems and wildlife of our region. The Policy Manager will report to the Executive Director.

The Policy Manager leads policy efforts and supports grassroots campaigning to improve legislation, policies, and forest management practices. They will provide legal and scientific reviews of agency proposals, write detailed public comments, support efforts with the media and partners to provide outreach, and serve as a spokesperson for policy initiatives.

This position will require collaboration, timely and strategic decision making, creativity, attention to detail, and the ability to become well-versed in an ever-changing landscape of issues related to conservation, politics, policy, and science. Current focus programs and initiatives include: forest collaboratives, timber sale review and commenting, Mount St. Helens No Mine Campaign, policy oversight (including Northwest Forest Plan and national forest activities), forest management on private and public lands, land protection campaigns, and the protection of Spirit Lake and the Pumice Plain.

Duties / Responsibilities:

- Leads CFC's policy and advocacy programs by tracking and researching public lands policies, legislation, and decisions that impact CFC's mission and strategic planning goals
- Proposes and negotiates policies and practices to provide the backbone for CFC's campaigns;
- Contributes to all CFC initiatives and programs where policy and advocacy input is needed;
- Writes detailed comments on projects proposed in the National Forest and Monument based on NEPA and other federal laws;
- Coordinates any necessary legal actions with legal partners and counsel such as the Lewis & Clark Law School;
- Acts as CFC representative on two collaborative groups in the Gifford Pinchot National Forest - Pinchot Partners and South Gifford Pinchot Collaborative - to find common ground and solutions that lead to sustainable practices for our forests, watersheds, and wildlife;

- Influence the strategic direction and priorities of the organization;
- Recruits, trains, and supervises policy advocacy interns and volunteers (as appropriate);
- Creates base content and updated information for policy programs to be used on our website, social media, newsletter, blog, press releases, and events;
- Provides content for campaigns, communications, and development staff to engage in various media outlets to generate articles, op-eds, and LTEs to pursue campaign goals and funding proposals;
- Serves as a spokesperson for various programs and campaigns;
- Maintains and grows positive working relationships with key federal agency officials, local Tribes, congressional staff, nonprofits and a variety of coalition partners to advance our goals and influence;
- Contributes to the identification of policy and advocacy grant funding opportunities, and provides content for fundraising reports and proposals;
- Collaborates on CFC's fundraising efforts through donor engagement, events, and corporate sponsorships as appropriate; and
- Participates in retreats, trainings, conferences, and field trips as required.

Job Requirement / Qualifications:

- Bachelors required. Masters or law degree with an emphasis in environmental policy or environmental science preferred;
- Minimum of 2 years working with nonprofit organizations in environmental policy;
- Knowledge of forestry practices and standards; collaboration experience a plus;
- Experience writing policy and NEPA comments on agency decisions;
- Passion for the mission of the CFC and knowledge of the Pacific Northwest ecosystem;
- Excellent interpersonal and team-building skills, including the ability to communicate professionally and effectively with partners and community representatives across the political spectrum, donors and volunteers, board members, elected officials, and the general public;
- Ability to read and interpret legal documents and materials related to natural resource management;
- Strong writing skills;
- Ability to work independently and balance multiple tasks;
- Ability to listen to and empathize with opposing positions and values, and work toward solutions that benefit both natural resources and the community;
- A valid driver's license and access to a vehicle to regularly attend activities away from the office; and
- A willingness and ability to participate in evening and weekend activities as needed.

The Cascade Forest Conservancy is an Equal Opportunity Employer

CFC is committed to supporting a diverse workplace. We recognize that each employee brings unique characteristics, capabilities, and experiences to their work. We value such diversity at all levels in the organization, and we encourage applicants from all cultures, races, colors, gender identities, sexual orientations, ages, and religions, as well as veterans and those experiencing disabilities.

Application deadline: We will begin to review applications on Monday, January 24th - posting will remain open until filled. Please provide one PDF file including a resume, cover letter, and a writing example (no more than two pages double or single spaced) demonstrating proficiency in policy work to admin@cascadeforest.org. Include your name and the job title in the email subject line and on the PDF file.