The Wisconsin Land and Water Conservation Association (WI Land+Water) seeks a Communications Specialist to assist with outreach efforts that support and promote association’s County Conservation membership.

**ORGANIZATION:** WI Land+Water, a 501 (c) 3 non-profit based in Madison, is a membership organization that supports the efforts of 450 Land Conservation Committee (LCC) supervisors and 350 conservation staff in 72 county Land Conservation Department (LCD) offices through training, conservation standards development, youth education, grants, partnership building, and advocacy.

More information about WI Land+Water can be found by visiting: wisconsinlandwater.org

**RESPONSIBILITIES:** Work with WI Land+Water staff to assist with organizational communications. This position serves as an 50% LTE communications specialist. This position works under the general supervision of the Executive Director and works directly with the Program Initiatives Coordinator, Standards Oversight Council Program Manager, Operations and Youth Education Manager, and other WI Land+Water staff. Duties include:

- Work closely with the WI Land+Water Public Outreach Committee to develop conservation success stories and other tools for communication with membership
- Assist in the production of WI Land+Water promotional materials, such as newsletter, annual report, brochures, and website
- Assist the Standards Oversight Council Program Manager in outreach and educational efforts associated with SOC-developed land and water conservation standards
- Assist with coordinating the Annual Conference and County Conservationists meetings
- Assist with Youth Education program events

**QUALIFICATIONS:** Excellent written and oral communications skills, and a capacity to communicate scientific and technical information as it relates to conservation. Experience using graphic design tools (Adobe Creative Suite) to create promotional, educational, technical, or scientific documents for multiple audiences. Considerable knowledge of social media tools and design of effective websites. Desire to initiate projects and develop communications program. Proficient with Microsoft Office Suite and effective organizational skills. Ability to network and maintain working relationships and to function effectively in a team environment.

**SALARY:** Hourly rate ranges from $12-14/hour

**APPLICATION PROCESS:** Applicants should send a cover letter and resume to:
Christina Anderson
Program Initiatives Coordinator
christina@wisconsinlandwater.org