



## **Shoreline Resilience Project Manager Consultant Great Lakes and St. Lawrence Cities Initiative**

*November 2021*

**Length of Engagement:** 2 years

**Hours:** 40 hours a week

**Application Process:** Send a cover letter and resume to Jon Altenberg, Executive Director, [jon.altenberg@glslcities.org](mailto:jon.altenberg@glslcities.org)

### **General Job Description:**

This position is a 24-month consulting engagement with potential for a 12-month extension dependent on need and performance. The consultant will support our policy team in the United States with the development and execution of a multi-state coastal resilience work group Green Shoreline Resilience program. The program has received full funding through multiple foundations. The program may expand in scope to include focus in Canadian Provinces if funding is secured.

The organization represents 136 mayors and their communities located on the Great Lakes and St. Lawrence River. As a binational coalition we work to restore and protect the Great Lakes and St. Lawrence River basin for the benefit of our communities and future generations.

### **Major Duties and Responsibilities:**

- Recruiting mayors and city staff to engage in regional work groups across five Great Lakes states
- Initiating and maintaining relationships with mayors and municipal staff
- Arranging meetings and coordinating support with an interdisciplinary group of partners and stakeholders
- Managing technical consultant(s) that will assist municipalities in developing coastal resilience projects and associated funding proposals. This position will be guiding the technical consultants from a project management standpoint and will not engage in the development of technical recommendations.
- Coordinating the development of multiple city-based projects including delivery of final documentation to each city administration in close coordination with a technical consultant
- Survey research support: quantitative, qualitative, third party
- Support for communication and advocacy efforts of mayors on this program
- Weekly report out of progress on program
- Grants management and reporting to NFWF (and other funders, as needed), including but not limited to, tracking work hours, expenses, consulting work products, progress reporting, etc.

### **Project Description:**

The project will work with coastal communities in states bordering the Great Lakes to analyze coastal risks; identify mitigation solutions; assess fish and wildlife benefits; outline coastal resilience strategies, project components, and funding sources; and provide direction on project implementation. Our goal is to develop project concepts—or implementation frameworks—focused on nature-based solutions, including hybrid approaches that incorporate habitat benefits into hardened infrastructure. Each framework will be tailored to target specific funding sources to achieve ultimate project implementation.

Project implementation frameworks will be prepared for approximately 60 sites (the number may vary depending on the complexity of the projects and the needs and interests of the participating communities).

In summary, the project will generate a comprehensive suite of coastal resilience project implementation frameworks. These will be prioritized to identify those that most strengthen coastal resilience—with both a local and regional lens—while protecting or enhancing fish and wildlife habitat. Focusing on geographic areas will provide a landscape perspective and prioritize projects that link contiguous stretches of coastline to maximize habitat connectivity benefits and interjurisdictional collaboration.

Collectively, the project and the Cities Initiative’s related activities will foster a long-term climate of sustainable coastal management and resilience planning. The position will also work on other initiatives as assigned.

**Desired Qualifications:**

- Experience working on water issues, including infrastructure, ecosystem restoration, coastal resilience and related programs and policies, particularly in the Great Lakes region
- Knowledge of state and federal programs related to coastal management
- Experience managing and reporting on federal and state grants
- Ability to work effectively with diverse stakeholders, including federal, state and local agencies, city staff, community groups, property owners, and others.
- Ability to travel (20%)
- Experience in communications (both internal and external)

**Key Competencies:**

- Project management and facilitation
- Strong communication skills: writing, editing, and public speaking
- Stakeholder facilitation and support skills
- Familiarity with Qualtrics and Survey Monkey
- Basic capabilities in Word Press
- Self-discipline to work from home
- Social Media proficiency