

Director – Trails and River Towns

The Susquehanna Greenway Partnership (SGP) seeks an energetic and strategic team player to assist with the continued development of our Trails and River Towns programs. Reporting to the Executive Director, this individual will have a unique chance to create the organizational systems and processes necessary for expanding the Susquehanna Greenway, supporting and growing its network of River Towns, and improving the user experience on the Susquehanna Greenway.

Location: Telecommute; staff meetings in Williamsport and Lewisburg.

Work Schedule: This is a full-time, exempt position. Some weekend events may be required.

Compensation: Salary commensurate with experience. Excellent benefits package available.

Duration: 2- year position. Continuation is contingent on external grant funding.

Description: The Director of Trails and River Towns will report to the Executive Director and will have significant internal and external roles. The Director will provide leadership for the Trails and River Towns programs of the Susquehanna Greenway Partnership and is responsible for the consistent achievement of strategic goals and objectives. Work will include overseeing specific program areas; supervising program staff and contractors; completing special projects as assigned; and interacting with the public.

This is a new position with exciting room for growth as the Susquehanna Greenway Partnership continues to expand and develop. The first year of this position will be split between the two program areas; 70 percent will be spent on advancing the Trails program and 30 percent will focus on revitalizing the Susquehanna Greenway River Towns program.

Essential Functions and Duties

Greenway-wide Leadership and Support

- Provide technical assistance and be an independent driver of the Trails (land and water) and River Towns program areas of the Susquehanna Greenway Partnership. This includes leading the development and implementation of programs, projects, and planning efforts to improve, expand, and/or grow trails and outdoor recreation opportunities throughout the Susquehanna Greenway within Pennsylvania.
- Collaborate and convene local and state water trail partners for the Susquehanna River Water Trail system in the pursuit of solutions to trail challenges and opportunities.
- Collaborate with other nonprofits and government entities to further advance causes that support the progress of trail use and trail development within the Susquehanna Greenway, these include non-motorized transportation, land use, and active healthy living opportunities.
- Represent the Susquehanna Greenway Partnership on the Middle Susquehanna Active Transportation Committee and provide operational support and assistance to members and work groups.
- Collaborate with SGP staff and the Board of Directors to refine and implement the Susquehanna Greenway Trail Designation program. Duties include creating and modifying the organizational systems and processes necessary to designate trails within the Susquehanna Greenway corridor.
- Spearhead the volunteer Water Trail Stewards program.
- Assist the Executive Director in the coordination of volunteer events focused on improving the health and user experience of the Susquehanna Greenway. Events include volunteer clean ups, signage and access inventories, and special events volunteers.

Outreach

- Educate elected officials, conservationists, recreationists, community leaders, the press, and the general

public about the many advantages of trails for paddling, bicycling, walking, running, nature conservation and appreciation, tourism, health, and other purposes.

- Work with the Director of Communications and Outreach to implement outreach strategies that engage community groups and individuals of the Susquehanna Greenway. Represent the Susquehanna Greenway Partnership at select community and partnership events.
- Assist with planning and organizing SGP's yearly outreach events including the Susquehanna Sojourn, River Valley Ride, and Scenes & Sips.

General

- Responsible for the supervision of all assigned staff. Responsibilities include interviewing, training, planning and assigning work, appraising performance, and with the assistance of the Executive Director addressing complaints and resolving problems.
- Assist the Executive Director and Board of Directors with strategic planning, the annual budget, and fundraising initiatives to drive and support program development.
- Maintain a filing system for trail materials, update and enhance membership database, research and organize publications, and assist with grant reporting.
- Travel independently to project sites throughout Pennsylvania.
- Assist with other duties as assigned.

Qualifications – Knowledge, Skills, and Abilities

- Bachelor's degree in conservation, land and water management, recreation management, outdoor education, urban planning, city and regional planning, or related major; or 2-3 years' related work experience or equivalent combination.
- Excellent communication skills (written and verbal communications) are required.
- Ability to manage multiple tasks, take initiative, deliver high quality work, and work independently.
- Superlative interpersonal skills with a demonstrated ability to work well with people.
- At least 18 years of age, be a citizen, national, or lawful permanent resident alien of the United States.
- Experience within outdoor pursuits a plus.
- Valid driver's license and access to reliable transportation.
- A level of volunteer management experience preferred.

Access to Vulnerable Populations

Position will not have access to vulnerable populations.

To Apply:

Submit resume and cover letter to Executive Director, Corey Ellison (cellison@susquehannagreenway.org). Susquehanna Greenway Partnership is an equal-opportunity employer.

Deadline to Apply

All applications should be submitted by 11:59 PM on September 18, 2020.

About the Susquehanna Greenway

The Susquehanna Greenway Partnership is a 501(c)(3) non-profit. The Susquehanna Greenway Partnership is dedicated to advancing the Susquehanna Greenway, which is a network of land trails, water trails, and communities that runs along the Susquehanna River within Pennsylvania. Our mission is to envision, create, and sustain a greenway along the Susquehanna River, to highlight River Towns, and to enhance the lives of current and future generations. We work towards our mission through the implementation of our three program areas: Trails (both land and water), River Towns, and Education & Outreach.