



**Position Title:** Community Engagement and Outreach Manager

**Job Type:** Full-time; remote with regional travel.

**Location:** VWC based in Modesto; region encompasses Northern San Joaquin Valley (between Stockton and Madera). Applicant must reside in VWC service area.

**Compensation:** Salary range \$66,600 - \$80,000 based on experience; benefits include health care, paid holidays, paid time off, and sick time. Mileage reimbursed using own vehicle.

Valley Water Collaborative (VWC) is managing a program in its third year of operation to provide interim replacement water for residences whose drinking water wells are contaminated with nitrate in the northern San Joaquin Valley.

This position will design, manage and implement the VWC outreach and community engagement plan in the region. The Community Engagement and Outreach Manager will represent VWC to various stakeholders and work with the VWC management team to share information about the program with the community and potential program participants. The ideal Candidate is self-motivated, enthusiastic, and community-minded, with a positive attitude and readiness to be a team player. The employee would need to provide their own transportation to outreach activities throughout the VWC service area (mileage reimbursed at IRS rate).

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**Responsibilities:**

- Manage existing VWC outreach program as well as current and future staff;
- Develop and expand the program to areas outside of VWC initial region of Modesto and Turlock;
- Prepare and deliver presentations to communities, municipal entities, school board and other stakeholders in meetings and events (in person and Zoom) representing VWC programs;
- Identify and develop partnerships with local organizations with mutual interests of VWC; collaborate on joint activities and projects to meet goals of VWC;
- Manage staff calendars and represent VWC at public outreach events such as farmers markets, local city/county fairs, trade shows, street fairs, flea markets, church services, vaccination clinics, food distribution sites, and other community events;
- Design and manage VWC outreach materials by preparing promotional content, social media posts, newsletters and literature with the VWC graphic artist;
- Track and report VWC activities to VWC staff, Board of Directors and affiliated organizations.



**Requirements:**

- Willing to work a flexible schedule including weekends and evenings
- Must live in VWC service area (see attached map)
- Reliable personal transportation
- Ability to work remotely and travel as needed to outreach events and meetings
- Self-directed and self-motivated
- Excellent public speaking and written communication skills
- Strong leadership, team management, and organizational skills
- 3+ years of experience in community outreach
- Experience in leading successful outreach and/or promotional campaigns for non-profit organizations
- Demonstrated ability to work as part of a coordinated team
- Strong community engagement skills
- Desire to cultivate and maintain partnerships with community organizations
- Skilled in using donor management software, Microsoft Office suite, and cloud data services
- Friendly, enthusiastic, and positive attitude
- Comfortable speaking with new people in a multitude of settings, from large public presentations to one-on-one interactions
- Secondary language proficiency strongly preferred

**To Apply:** Interested applicants please send resume and cover letter to [contact@valleywaterc.org](mailto:contact@valleywaterc.org). Applications are accepted on a rolling basis and the role is open until filled.

