



**Frenchman Bay Conservancy**  
*Protecting the land you love*  
[www.frenchmanbay.org](http://www.frenchmanbay.org)

**Community Engagement Coordinator**

Frenchman Bay Conservancy, a 501(C)(3) land trust in Hancock, Maine, seeks a Community Engagement Coordinator to engage organizational members, community partners, and anyone who enjoys being in the outdoors, in our community events, on social media, and as trail stewards on our 4,200 acres of preserves in Hancock County.

This is a ½ time position, 20 hours per week. The Community Engagement Coordinator will work out of the Frenchman Bay Conservancy office at our Tidal Falls Preserve in Hancock and report to the Executive Director.

Frenchman Bay Conservancy is a private, accredited, not-for-profit land trust. Now in our third decade of operation, we have protected 7,500 acres of land through conservation easements and FBC-owned preserves in Hancock County. The easements protect a variety of land uses, including organic farming, sustainable timber harvesting, and blueberry cultivation. Our preserves encompass oceanfront, wetland, woodland, and coastal hills, conserving valuable wildlife habitat and offering fantastic outdoor recreation opportunities.

**Desired qualifications**

We're looking for someone with a passion for land conservation, strong attention to detail, exceptional organizational skills, and assertive creativity. The ideal candidate will be able to cut through the noise and busyness in people's lives to engage them with Frenchman Bay Conservancy in fun, creative, and meaningful ways. Proficiency with email and social media, and impeccable phone and in-person interpersonal skills are essential. Familiarity with Hancock County communities and with land trusts is a plus. Familiarity with Constant Contact or Mail Chimp and WordPress is also a plus. We are looking for a self-motivated team player whose energy and enthusiasm for conservation will move people to participate in our work.

**Primary responsibilities**

- Develop and implement FBC's annual marketing and communications plan including, a monthly e-newsletter, bi-annual print newsletter, periodic mailings, event engagement and advertising, social media, website, press releases, and other media campaigns,
- Grow our volunteer network and strengthen volunteer connections with FBC,
- Create, develop and implement, our annual event programming including education, engagement, and fundraising events, with partnership from FBC board members,
- Engage local schools in FBC's work, and develop new community partnerships,
- Assist with development and design of FBC's new Visitor Education Center,
- Engage area businesses, institutions and organizations in our work,
- Develop and present informational materials to target audiences to raise awareness and understanding of FBC's mission, and
- Work in partnership with members of our Fundraising and Public Relations board committee and other staff and board members as necessary,

**Deadline, and to apply**

By January 22nd, please email your cover letter and resume to: [info@frenchmanbay.org](mailto:info@frenchmanbay.org), with "Community Engagement Coordinator" as the subject.