

Natural Heritage Trust Job Announcement

Title: Western NY Ladders to the Outdoors Coordinator
Agency: Natural Heritage Trust
Agency Assignment: NYS Office of Parks, Recreation and Historic Preservation
Location: Niagara Region

Duration: 2 years with potential for renewal, based on availability of funds
Salary: \$55,000/year and full benefits package
Work Schedule: Full-Time, 37.5 hours/week; Monday through Friday

Organizational Backgrounds:

The Natural Heritage Trust (NHT) is a New York State public benefit corporation. Established in 1968, the NHT's mission is to receive and administer gifts, grants and other funds to further public programs for parks, conservation and historic preservation purposes of the State of New York. The NHT is governed by a four-member Board of Directors comprised of the Commissioner of the Office of Parks, Recreation and Historic Preservation, the Chair of the State Council of Parks, the Commissioner of the Department of Environmental Conservation, and the Secretary of State.

The NYS Office of Parks, Recreation and Historic Preservation (OPRHP) is a state agency within the Executive Department that is responsible for the care and management of 35 state historic sites and 180 parks. Collectively, these public facilities provide both residents and visitors access to natural, historic and scenic resources with opportunities for outdoor recreation and places to learn about New York's rich cultural heritage.

The selected candidate for this position will be an employee of the NHT with work conducted under the supervision of OPRHP.

Description of Duties:

The New York State Parks Ladders to the Outdoors Coordinator will implement a new youth recreation program at state parks in the Niagara Region of the New York State Park system. The position will create strategic partnerships with community and youth organizations, schools, and park staff to develop, promote, and implement a new initiative to connect regional youth, particularly from underserved communities with outdoor recreation activities in NYS parks.

This program coordinator will:

- Manage the Ladders to Outdoors program, activities, and community partnerships
- Work with state park staff to acquire, install and maintain inventory of recreational equipment, facility space and schedule
- Work with community groups, schools, youth organizations, athletic leagues and private organizations to create partnerships and opportunities for youth participation in Ladders to the Outdoors
- Create an effective and efficient marketing plan for activities and partnerships that includes major social media platforms. (Twitter, Instagram, Facebook, and YouTube)
- Work closely with park staff, activity instructors and participants to oversee program

- Manage equipment inventory, partnership agreements and quarterly reporting on participation
- Identify projected learning outcomes for program activities that appeals to a broad spectrum of participants
- Ability to identify and relate to different population segments in order to recruit potential program participants
- Proven record or portfolio of creative recreation activities

Required Qualifications:

Ideal candidate will have a minimum Associates degree in recreation studies or similar with experience working in a recreational setting, organizing, developing and implementing programs serving youth in diverse communities.

Candidate should have demonstrated ability to:

- Work with community organizations to create partnerships
- Implement recreation programs in outdoor settings and appreciate the benefits of connecting youth to nature and parks
- Be a self-starter and able to work independently with excellent communication skills and demonstrated technology skills.

*Multilingual is a plus

How to Apply:

Applicants must submit a cover letter and resume by hard copy or via email.

Deadline: 5:00 PM (EDT), **11/25/2022**

Contact: KeJuan Harmon
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