



Pinelands Preservation Alliance

Policy Advocate

Job Description

August 24, 2016

The Pinelands Preservation Alliance (PPA) seeks a highly motivated individual for the position of Policy Advocate. This position will lead PPA's work in monitoring and taking action on significant development and regulatory issues arising within, or affecting, the New Jersey Pinelands. PPA is an advocacy and public education organization founded in 1989 to protect and enhance the natural and historic resources of the New Jersey Pinelands. More information about PPA is available at www.pinelandsalliance.org.

The person filling this position must be able to assimilate and apply complex regulatory programs, scientific information, and technical data to specific development matters and policy proposals. Attention both to detail and to the big picture is essential. This position requires frequent interaction with the public and with government officials, and the Policy Advocate will be able to interact with a range of citizens and officials in a positive and respectful manner while advancing PPA's mission and positions. Public speaking is an important element of this job, as are evening meetings and occasional weekend events.

This is a full-time, salaried position with medical, retirement and other benefits, based at the main offices of PPA in Southampton, New Jersey.

Specific job responsibilities will include:

- Develop a strong knowledge of the Pinelands Protection Act, Pinelands Comprehensive Management Plan, and principal state environmental regulations and programs, such as freshwater wetlands, threatened and endangered species and water allocation programs.
- Represent PPA at all meetings of the Pinelands Commission and its committees.
- Track and evaluate development applications before the Pinelands Commission, Department of Environmental Protection (DEP) and other agencies for developments within or affecting the Pinelands, as well as regulatory and planning initiatives of the Pinelands Commission and DEP.
- Inform PPA staff of development activities, applications, regulatory and policy actions and other events affecting the Pinelands.
- Coordinate the creation and communication of PPA's positions on development and policy issues in consultation with PPA staff and trustees, experts, and partner organizations.

- Participate in strategic planning and similar discussions regarding PPA's priorities, positions, communications strategies, and management.
- Keep PPA web site pages on current development and policy issues up-to-date.
- Research information relevant to the development and planning issues that arise.
- Lead the development of comments and similar written submissions and testimony by PPA to public agencies and officials on development and policy issues.
- Assist other staff and outside counsel in work related to legal appeals and other litigation on development and policy issues.
- Cultivate relationships with local residents affected by or interested in development issues on which PPA takes a position or provides assistance, in order to assist them in having their voices heard on these issues.
- Lead PPA's community organizing on development issues affecting particular communities.
- Manage the Pinelands Watch network and PPA's communications with the network, in coordination with the director of communications, to promote public activism.
- Assist the director of communications in creating press releases and other public communications on PPA's activities and positions on development and policy issues.
- Attend meetings and events with municipal officials, residents and activists.
- Contribute to PPA's web site, newsletter and other public and membership communications.
- Assist in preparing grant proposals and reports.
- Assist other staff with projects as needed.
- Attend meetings of the PPA staff, board of trustees, Issues Committee and other organizational meetings.
- Serve as an ambassador of PPA and the Pinelands.

PPA seeks an individual with:

- Experience working with environmental statutes and regulations for a public or private agency, and/or legal training.
- Proven writing and public speaking skills.
- Life experiences evidencing a commitment to environmental protection and an interest in nature.

To apply for this position, please email a cover letter, resume and short writing sample in Word or Acrobat (pdf) format to Carleton Montgomery at Carleton@pinelandsalliance.org no later than Friday, October 14, 2016.