Title: Policy Manager
Reports To: Rachel Bartels, Executive Director of Missouri Confluence Waterkeeper
Supervises: Policy Interns (if applicable)
Full or Part-Time: Full-Time (split between two organizations)
Compensation: Base starts at $50,000/year but is negotiable
Location: St. Louis, Missouri

**Missouri Confluence Waterkeeper** is a grassroots, citizen-led conservation organization focused on clean water and dedicated to protecting fishable, swimmable, drinkable water. Our mission is to engage, energize, and empower our local community in support of clean water in Missouri. Missouri Confluence Waterkeeper is a member of the [Waterkeeper Alliance](https://www.waterkeepers.org), a global network of more than 340 independent clean water organizations across six continents, protecting local waterways and defending our fundamental human right to fishable, swimmable, drinkable water.

**River City Outdoors** works to build a vibrant outdoor culture in the Greater St. Louis Region by connecting the community to its outdoor assets. The collaborative aims to advocate on behalf of diverse and equitable outdoor opportunities in our urban, suburban, and rural areas, make outdoor recreation attractive and accessible for all residents and visitors, maintain and enhance the value of our region’s natural and recreational assets, and accelerate and incubate outdoor businesses, organizations, and programs in and around St. Louis. River City Outdoors was recently selected as one of only eight cities in the United States for the Outdoor Foundation’s [Thrive Outside](https://www.outdoorfoundation.org/our-projects/thrive-outside) initiative.

**Position Summary:** The Policy Manager will manage all local, state, and federal public policy and advocacy activities and lead civic engagement opportunities focused on clean water and the outdoors. The Policy Manager will work to increase representation in the outdoors, promote diverse engagement in environmental protection and stewardship of public land and water resources, and promote outdoor equity and environmental justice through policy and advocacy.

To realize this vision, the Policy Manager will collaborate with elected officials, policymakers, community leaders, and external partners and coalitions to increase support for the work of Missouri Confluence Waterkeeper and River City Outdoors. Statewide organizations with similar focus will be engaged to implement strategies for collective impact.

The Policy Manager will also work directly with Missouri Confluence Waterkeeper’s Executive Director, Outreach Coordinator, and contracted partners to successfully accomplish the deliverables of a three-year clean water grant supported by the Missouri Foundation for Health.
Primary Responsibilities: The Policy Manager will report directly to the Executive Director of Missouri Confluence Waterkeeper with the responsibilities outlined below. 50% of the Policy Manager’s time will be focused on clean water policy and environmental justice, and the other 50% of the time will be dedicated to the broader scope of outdoor access and recreation.

- Lead efforts to establish, strengthen, and maintain relationships with key legislators, appointed officials, and legislative staff essential to the organizations’ priority campaigns.
- Create policy briefs and coordinate meetings with elected officials and policymakers.
- Work closely with local, state, and federal organizational partners, coalitions, member groups, and staff to advance policies focused on clean water, outdoor equity and access, and environmental justice.
- Track agendas for key legislative agencies and regularly participate in hearings, working with staff and stakeholders to generate turnout.
- Manage a legislation tracker and database for tracking political contacts, meeting outcomes, relationships, policy outcomes, and grant deliverables.
- Represent organizations in public meetings, media, and through written public comment/communications that inform public policy impacting our communities.
- Establish a Clean Water coalition of elected officials and policymakers who sign an affidavit in support of clean water priorities.
- Research and recommend local, state, and federal policies pertaining to clean water, outdoor equity and access, and environmental justice and develop collateral materials (e.g. factsheets, policy briefs, FAQs/101s, presentations, reports, blogs, and social media posts) aimed at raising awareness with policy makers, media, and the community.

Qualifications and Skills: The Policy Manager will be an engaging, creative, well-organized, and highly motivated person who gets things done. Ideal applicants will have a strong interest in clean water, outdoor access, environmental justice, and health equity.

Additional job requirements include:
- For events, community engagement, and a safe return to the office, proof of COVID-19 vaccine or antibody equivalent will be required from all staff (medical exemption must be authorized by a medical professional).
- Employment will be contingent upon a successful completion of pre-employment background check. Criminal history record infractions will be considered on a case by case basis.

Our goal is to be a diverse workforce that is representative of the communities we serve. We encourage applications from Black, Indigenous, People of Color, Persons with Disabilities, Women and Gender-nonconforming people especially in occupations or positions where they are underrepresented. We do not discriminate based on any class whether it is protected by law or not.

Benefits: In addition to the yearly salary, we offer a health insurance stipend, hybrid work option (remote and in-office), paid vacation, sick, and mental wellness days, and a transportation stipend for environmentally conscious commuting including biking and public transit.

To Apply: For questions or to apply, please send a cover letter and resume to Rachel Bartels, Executive Director, Missouri Confluence Waterkeeper at rachel@mowaterkeeper.org with the subject line Policy Manager Position. Application deadline is Friday, February 11, 2022.