



# SUSTAINABLE JERSEY

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Sustainability Institute  
The College of New Jersey

May 4, 2016

Re: IMMEDIATE POSITION OPENING: Green Infrastructure Coordinator

The Sustainability Institute at The College of New Jersey seeks a motivated person to join our team to develop municipal tools and policies for green infrastructure and stormwater management, and to provide technical assistance to municipalities.

### Background

The Sustainability Institute is a “Think and Do Tank” that researches, develops, and deploys solutions to pressing sustainability issues. The Institute delivers a market leading program, Sustainable Jersey, which is a proven framework for engaging local institutions, particularly municipal governments and schools, in practical initiatives that improve the long term sustainability of their communities.

Sustainable Jersey is exploring advanced approaches to green infrastructure that leverage natural systems to mitigate water related to climate change impacts, while ensuring the long term availability of fresh water supplies and appropriate handling of nonpoint source pollution and sanitary waste.

### Job Description

The Green Infrastructure Coordinator will work with a team of external experts, stakeholders and partners to identify next generation practices for municipal coastal green infrastructure and lead the team’s efforts in providing technical assistance to local officials. The position includes conducting applied research on federal and state policies and regulations and compiling best practices in the region that are both impactful and achievable in NJ. The position also includes working with a task force to assist in the development of cutting edge green infrastructure and stormwater management strategies that can be incorporated into Sustainable Jersey actions.

This is a grant-funded position with funding until December 31, 2016. However, Sustainable Jersey and the Sustainability Institute are pursuing additional grants that, if awarded, could significantly extend the length of this position.



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The position requires a significant amount of traveling to municipalities, primarily in central and south jersey. The salary is \$50,000-\$70,000 based upon experience and qualifications, and comes with a full benefits package. New Jersey residency is required.

## Required Qualifications

Education: A bachelor's degree in environmental science, landscape architecture, civil engineering, public policy, or a related field. *A master's degree in one of these fields is preferred.*

Experience: At least one year of relevant work experience and project management in green infrastructure; or, a basic knowledge of green infrastructure strategies and proven ability to coordinate the work of project partners in an efficient manner, adhere to project deadlines and ensure deliverables are completed on time.

## Preferred qualifications

- Ability to start immediately
- An ability to conduct research and analysis independently
- Knowledge of local land use planning and policies in New Jersey
- An excellent ability to communicate orally and in writing. (Competence in Microsoft Office and Excel is a must.)
- An understanding of, and preferably experience with, the development of cutting edge policies and projects related to local sustainability and resilience.
- An ability to operate independently, while working effectively in a multi-disciplinary team.
- Experience working at the municipal or county government level, including an ability to work with community leadership to successfully engage and support their involvement.
- Experience in green infrastructure planning and implementation.
- A proven ability to work with grant-imposed deadlines, and to provide necessary support for documentation, reporting and overall grant administration and compliance management.
- Experience working with remote communication technologies such as GoToMeeting.

Persons interested in this position should submit a resume to Linda Weber, Resiliency Director, at [weberl@tcnj.edu](mailto:weberl@tcnj.edu). Writing samples and references will later be required from eligible applicants. Sustainable Jersey is looking to fill this position immediately; resumes will be accepted until the position is filled.