

Houston Parks Board Job Position: Advocacy Manager

November 2015

The Houston Parks Board is a 501 (c)(3) non-profit organization, whose mission is to create, improve, protect and advocate for parkland in the Greater Houston region. Since its inception in 1976, the organization has raised and leveraged millions of dollars and touched at least 75 percent of the city's parkland through either acquisitions and/or capital improvements.

The Houston Parks Board is in the midst of the boldest and most exciting capital project in its history: Bayou Greenways 2020, which will create a continuous parks system along Houston's major waterways, transform more than 3,000 acres along the bayous into publicly accessible greenspace and connect 150 miles of hike and bike trails.

More information on the Houston Parks Board and Bayou Greenways 2020 is available at www.houstonparksboard.org.

DESCRIPTION: This position will drive the Houston Parks Board's advocacy efforts towards an equitable park system and sound public policy in support of parks: (1) increase access to parks and trails for all Houstonians; (2) provide connectivity along the Bayou Greenways and to and from neighborhoods; (3) support the physical and biological diversity of Houston's park system including its bayous and streams and (4) ensure ample funding for parks across the state and locally.

The Advocacy Manager will be part of the Houston Parks Board's communications, advocacy and outreach team, and will report to the Communications Manager.

RESPONSIBILITIES:

- Monitor policymaking activity at the city, county, state and national levels relevant to HPB's advocacy goals. Recommend policy strategies and assist in implementing course of action, when necessary.
- Develop, recommend and assist in executing multi-year plan to reduce trash and improve water quality in the bayous.
- Research policy issues as assigned by the Communications Manager or Executive Director and propose agency responses.
- Work in partnership with a variety of public sector agencies to support neighborhood accessibility and connectivity.
- Represent Houston Parks Board at various city- and county-wide planning committees to emphasize the importance of open space and park facilities.
- Convene and run regular meetings with representatives of other nonprofits with aligned advocacy goals; leverage group for policy change.
- Liaise with other organizations/coalitions with similar advocacy goals.
- Identify and cultivate effective working relationships with community leaders including board members, local elected and appointed officials, community organizations and committees, the public and others encountered in the course of work.
- Help prepare agenda and materials for monthly advocacy committee meeting.

- Work with communications team in pursuit of advocacy objectives, developing communications related to sound public policy and directed to creating public awareness and consensus around such policy.
- Research new funding sources and remain informed of initiatives impacting resources for the Houston Region.
- Other duties as assigned.

QUALIFICATIONS:

The Advocacy Manager will be motivated by the opportunity to enhance access to parks for all Houstonians and protect and enhance Houston's environment. The ideal candidate will possess many of the following professional and personal abilities, attributes and experiences:

- Experience in developing, managing and/or launching an advocacy strategy or plan.
- A track-record of designing and implementing projects or initiatives that have achieved policy change.
- High level of familiarity with the political system in Houston and understanding of the complex formal and informal relationships that go into policymaking.
- Policy or campaign experience at the city, state or national level.
- Demonstrated passion for environmental causes.
- Strong organizational skills and comfort working collaboratively in networks or coalitions to create shared vision and set complementary work objectives.
- Five to seven years related experience.
- Excellent verbal, written and interpersonal skills.
- Bachelor's degree from a four-year university or college.
- Spanish language skills a plus.
- Strong familiarity with Houston's parks, trails and bayous a plus.

COMPENSATION: Salary approximately \$60-65,000, depending upon experience.

To apply for this position, email resume and a cover letter to resumes@houstonparksboard.org (attn: Catherine Butsch). Please reference the position in the subject line of the email. Resumes will be accepted until the position is filled. Interviews are by appointment only. No telephone calls, please.