



The Campaign to Save the Boundary Waters **Northern Campaign Coordinator**

We're looking for a Northern Campaign Coordinator to join the Campaign to Save the Boundary Waters. Join a great team of people who are dedicated to protecting the Boundary Waters in a highly challenging and intellectually engaging environment.

OVERVIEW

The Campaign to Save the Boundary Waters, founded and led by Northeastern Minnesotans for Wilderness based in Ely MN, is a national coalition of 400+ businesses, conservation, and hunting & angling organizations united to protect the Boundary Waters Canoe Area Wilderness and Voyageurs National Park from the threat of sulfide-ore copper mining proposed in the headwaters of these treasures.

Northeastern Minnesotans for Wilderness Mission: We unite people to advocate for the protection of wilderness and wild places, especially the Boundary Waters Canoe Area Wilderness and the greater Quetico-Superior Ecosystem.

Our Vision: We envision a future where people understand the value of wild protected lands, and are unified to forever protect the Boundary Waters Wilderness and the greater Quetico-Superior Ecosystem as vital components of a healthy and resilient planet.

Our Commitment to Diversity, Equity, Inclusion, and Justice: Wilderness and the pursuit of its protection should be made to be welcoming and accessible to all. Protecting Wilderness relies upon public engagement which cannot be expected when people are disenfranchised, unwelcome, hurt or tokenized due to their sexuality, race, age, ability, size, gender identity, gender expression, culture, religion, political affiliation, or anything else. The pursuit of permanent protection for the Boundary Waters from sulfide-ore copper mining and other threats is no different. Northeastern Minnesotans for Wilderness and the Campaign to Save the Boundary Waters is committed to diversity, equity, inclusion and justice in all aspects of the organization as it works to protect this special place for everyone and for generations to come.

NORTHERN CAMPAIGN COORDINATOR POSITION SUMMARY

The Northern Campaign Coordinator is responsible for the Campaign to Save the Boundary Waters' presence in Northern Minnesota, including cultivating volunteers, coordinating public events, managing our Headquarters in Ely, Minnesota, and building grassroots support for permanent protection of the Boundary Waters Canoe Area Wilderness watershed from sulfide-ore copper mining.

The Northern Campaign Coordinator will report directly to the State Director and Campaign Manager and will be a key member of the Campaign to Save the Boundary Waters staff.

KEY JOB DUTIES AND RESPONSIBILITIES

- Conduct outreach projects across Northern Minnesota as assigned by the Organizing Director and the Campaign Manager, including but not limited to: hosting public educational events, arranging volunteer phone banks, organizing campus outreach, organizing meetings with key legislators in their home districts, participating in civic organization meetings, and other public events as assigned.
- Organize the logistics for and represent the Campaign at visibility opportunities in Ely, Minnesota and elsewhere in NE Minnesota and the Midwest, such as Grand Marais' Fisherman's Picnic, Canoecopia and other trade shows and expos, and other community events.
- Cultivate and organize local volunteers into meaningful campaign work including but not limited to staffing the office, attending events, meeting with public officials, data entry, phone banking, and office maintenance.
- Work with senior staff, board members, and partner organizations to develop and carry out thoughtful and deliberate strategies for outreach to important constituencies, including: wilderness-edge residents and businesses, wilderness users, relevant state and national businesses, youth organizations (e.g., YMCA), and faith groups.
- Assist with maintaining organizational systems like: volunteer lists, meeting calendars, agendas, notes and goals.
- Coordinate and execute outreach to targeted areas through the use of email, texting via Outreach Circle, and other communication methods.
- Work with the Organizing Director and Government Affairs Director to achieve outreach goals and track and manage supporters in our databases; familiarity with NGP/EveryAction/VAN.
- Organize and conduct programs for groups or individuals including pontoon tours of potential mine sites and round table discussions.

- Work with the Water Quality Monitoring Manager to care for and monitor use of the pontoon.
- Work with campaign staff and board on all aspects of the overall campaign plan including local/state/federal strategic planning, communications, public outreach, and fundraising.
- Manage and maintain the Ely Headquarters for staff, volunteers, and visitors, and ensure it is a welcoming and professional space.
- Manage Interns and other auxiliary staff who maintain function of the headquarters building in regards to visitation and supporter usage.
- Act as the main point of contact for any building related issues or emergencies, including, but not limited to, basement flooding, mail deliveries, infrastructure problems, etc., and facilitates the repair or replacement of impacted areas/items.
- Assist in processing mail, fundraising, and other administrative tasks such as depositing grants/donations on a weekly basis.
- Monitor headquarters security systems, ensuring cameras, glass break sensors, and other safety equipment are in working order.

This position is located in Ely Minnesota with regular travel around Minnesota and the Midwest Region. The Regional Campaign Organizer position is a full-time hourly position with Northeastern Minnesotans for Wilderness, an IRS-recognized 501c3 organization.

DESIRED QUALIFICATIONS

- Experience in political campaigns, community organizing, and/or public lands or other conservation campaigns
- Excellent oral and written communication skills, excellent interpersonal skills
- Highly organized and attentive to detail
- Able to perform moderately-strenuous physical activities, such as lifting and carrying up to 30 lbs, walking up to ½ mile, light assembly (e.g., tables, chairs and displays)
- Ability to work independently, remotely, and with limited direct supervision
- Willingness and ability to travel, including with your own functional and safe automobile (travel expenses and mileage are reimbursed)
- Passion for protecting the Boundary Waters Canoe Area Wilderness and the Quetico-Superior ecosystem
- Honest, trustworthy, of high integrity, and embracing diversity
- Ambitious and self-directed; willing to work variable hours including evenings and weekends as needed

- Experience with EveryAction, Google Suite, Microsoft Suite a plus
- Experience operating a pontoon a plus

COMPENSATION

- The Compensation scale for this hourly position ranges from \$20.19/hr to \$25.00/hr commensurate with experience.
- Compensation includes competitive benefits package with coverage or a stipend for health, dental, and vision insurance; a 403b retirement plan; 9 designated paid holidays; phone, travel and expense reimbursement; training opportunities; and 18+ "Personal Time Off" (PTO) paid days per year, with that number increasing in accordance with time accrued at the organization.

TO APPLY

Please email your resume, a cover letter and three references to Sydney@savetheboundarywaters.org with subject line "Northern Campaign Coordinator Application" by July 15, 2023.

Northeastern Minnesotans for Wilderness and the Campaign to Save the Boundary Waters are committed to equal opportunity in employment.