

The City of Providence is looking for the next Conservation Program Coordinator to represent the Providence Urban Wildlife Conservation Partnership and serve as the liaison between the U.S. Fish and Wildlife Service, the Department of Providence Parks, and The Partnership of Providence Parks. The Coordinator will serve as a bridge, connecting and working with conservation organizations, community members, schools, and local, state and federal leaders to leverage resources develop and facilitate environmental education and conservation efforts at neighborhood parks, green spaces, local schools and other city properties.

Salary is \$55,000, with benefits of 33% provided by the City of Providence.

***Please note: as a non-union position, this posting is not affected by the city's current hiring freeze.***

For more information and to apply, please visit: <https://jobs.providenceri.gov/2025/02/18/conservation-program-coordinator/>

Summary of Job Posting:

**Job Title: Conservation Program Coordinator**

**Department: Parks Department**

Job Description:

In 2013, the USFWS (Service) established the Providence Urban Wildlife Conservation Partnership (PUWCP) through a Memorandum of Agreement with the Department of Providence Park and the Partnership for Providence Parks. Since then, the PUWCP has become a Service example for urban partnerships nationwide. Its strength is from working with conservation and community partners to build on existing projects in the city, fostering a strong community connection to nature. Together, organizations leverage resources, staff, and funds to collaboratively connect people to green spaces in their community, in areas where they live, work, and play. Because of this work, in 2019, the Service added Providence as one of the nation's Urban Bird Treaty Cities, signifying its important role in bird conservation science and education. The Providence Urban Partnership inspires a sense of place within their local environment, trains teachers to bring nature into the classroom, restores urban habitat, offers outdoor programs and develops and facilitates conservation efforts and programs.

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Duties and Responsibilities:

- Coordinates, assists and co-designs environmental projects/programs outlining work products and timelines according to the Memorandum of Agreement.
- Bring an awareness of the shared conservation goals of the U. S. Fish and Wildlife Service and its conservation and community partners, to Providence, Rhode Island and surrounding areas.
- Support the Department of Providence Parks to connect community members with the natural surroundings and related venues such as the Roger William Park Museum of Natural History, The

- RWP Gateway, and the RWP Botanical Center by facilitating environmental education classes, improving wildlife habitats in the city, and assisting with nature trails and interpretive signs
- Liaises with the Partnership for Providence Parks and Providence Recreation Department to bring additional opportunities to connect children and families to Park and Providence school programs and events.
  - Build on existing conservation programs that foster an understanding of wildlife conservation and develop teacher training workshops in collaboration with the Roger Williams Park Zoo, The Audubon Society, The Nature Conservancy, RI Environmental Education Association, Narragansett Bay Estuarine Reserve, the Narragansett Indian Tribe and more.
  - Work with Providence schools regarding the design and implementation of educational curricula and expand resources.
  - Establish valuable and sustainable partnerships with non-profits through grant support, with a focus on bringing immersive programs to youth and families.
  - Establish valuable and sustainable partnerships with non-profits through grant writing, with a focus on bringing immersive programs to youth and families.
  - Work with neighborhood parks, community groups and conservation organizations to engage an urban community.
  - Work with partners on habitat, trails and interpretive signage assessment for parks and green spaces, based on the uniqueness of the park and the cultural makeup of the surrounding community.
  - Manage volunteer groups for large-scale events, including the City's Earth Day event held annually with up to 3,000 volunteers.
  - Work with city leaders, community groups, and non-profits to implement priorities related to Providence's status as an Urban Bird Treaty City through education, habitat restoration, and reduction of urban hazards for birds.
  - Present information in both formal and outdoor settings; engaging a wide range of audiences; transmitting content and messaging with clarity and enthusiasm.
  - Develop wildlife interpretation signage and brochures, flyers, infographics, and social media content for cross-promotion.
  - Work with Rhode Island National Wildlife Refuge Complex to develop a long-term outline and guidance, including the PUWCP Business Plans, for how to continue this important partnership and provide direction, tools, and examples for how to establish a network of partners that can continue the conservation message.
  - Prepare monthly/quarterly reports or as needed on outcomes and metrics of the PUWCP.
  - Work with the state to coordinate the Vamos a Pescar fishing series.
  - And other assigned duties as needed.