



Field Manager

Reports to: Executive Director

Classification: Full-time, exempt

Overview

Savannah Tree Foundation is seeking qualified candidates for our Field Manager position. Savannah Tree Foundation is a leading Georgia non-profit organization dedicated to protecting and growing Chatham County's urban forest through tree planting, community engagement, and advocacy. Our vision is to inspire and educate our community to create and sustain a healthy urban forest today, tomorrow, and forever. To learn more about Savannah Tree Foundation, visit savannahtree.org.

Job Description

The Field Manager, under direction from the Executive Director, manages tree planting, tree care, volunteer activities, and education programs. The Field Manager provides supervision of community volunteers and interns. The Field Manager grows Savannah Tree Foundation's effectiveness through tree planting and stewardship, advocacy and outreach, and community education programs.

Responsibilities

Program Management

- Coordinate the development, implementation, evaluation, and ongoing improvement of Savannah Tree Foundation programs, including tree planting, tree maintenance, educational outreach, and research
- Maintain accurate records on program activities and participants to meet grant requirements and ensure ongoing organizational effectiveness

Tree Care

- Implement tree planting program
- Coordinate maintenance of all trees planted by Savannah Tree Foundation
- Ensure ongoing health of trees through pruning, mulching, weeding, and watering
- Keep up to date on best practices for planting, pruning, and tree care
- Maintain all equipment related to tree care, including but not limited to truck, trailer, and tools

Education and Volunteer Coordination

- Work with community partners including schools, Boy Scouts and Girl Scouts, neighborhood associations, garden clubs, and others to develop effective education programs
- Manage all volunteers to ensure safe work sites and a positive volunteer experience
- Teach best practice tree care activities to volunteers and partners

Community Relations

- Advocate for trees and the urban forest throughout the community and in particular with government, special projects, and community organizations
- Foster and maintain strong working relationships with partner agencies, government representatives, and industry partners
- Serve as a liaison with the community, other organizations, and the general public
- Promote effective partnerships and cooperation with private, public, and non-profit entities to achieve programmatic goals
- Serve as a spokesperson for Savannah Tree Foundation at public forums and events

Required Qualifications

- Bachelor's degree in environmental science or related field, or equivalent skills and experience
- 2 or more years of relevant professional work experience
- Strong interpersonal, written, and verbal communication skills
- Commitment to trees and the environment
- Experience working independently
- Flexibility and willingness to work evenings and weekends as needed
- Ability to work collaboratively with people of different backgrounds
- Possession of a valid driver's license
- Willingness to carry out operational or program activities as needed
- Ability to work outdoors in inclement weather, stand for long periods of time, and to safely lift and move more than 50 lbs on a daily basis
- Willing and able to become CPR certified
- Knowledge of basic computer software including Microsoft Office

Desired Qualifications

- Experience with proper tree pruning techniques and ability to teach others
- ISA-certified arborist or willing and able to become certified
- Knowledge of urban forestry, arboriculture, and/or horticulture
- Experience with community outreach, volunteers, and partnerships
- Communications experience including social media and the press
- Experience working with ArcGIS Desktop or ArcGIS Online and satellite imagery
- Experience working with municipal tree ordinances

Compensation

- \$35,000-40,000, based on qualifications and experience
- Health insurance stipend
- Paid time-off accrual and 12 paid holidays annually

How to Apply

Qualified applicants should submit the following items via email:

- Cover letter
- Resume
- Contact information for 3 references

This position will be open until filled. Applications will be reviewed on an ongoing basis. Submit application to Executive Director Zoe Rinker at zoe@savannahtree.org.

Clean background check, driving record, and drug test will be required.