Policy Advocate
Gilsland Farm Audubon Center, Falmouth, Maine

Maine Audubon is a widely respected, statewide conservation organization with headquarters in Falmouth, Maine. Our mission is to conserve Maine’s wildlife and habitat through conservation, education, and advocacy. We are seeking an enthusiastic and effective Policy Advocate who is passionate about conserving Maine’s wildlife and wildlife habitat, as well as advancing climate action and clean energy solutions.

This position will work collaboratively with Maine Audubon biologists, ecologists, communication specialists, and attorneys to develop and execute policy priorities at the state, local, and federal levels. An ideal candidate will have demonstrated policy analysis, campaign building, and strategic communication skills, as well as political acumen. The ideal candidate will be skilled in building and maintaining strong relationships, both internally and externally, including with elected officials, natural resource professionals, Maine Audubon members, and conservation partners.

This is a full-time position based out of Maine Audubon’s headquarters in Falmouth (Gilsland Farm), with frequent travel to Augusta, occasional travel to other parts of the state, and opportunities to work both onsite and remotely. Compensation is competitive and is set to align with the successful candidate’s experience. In addition to competitive pay, Maine Audubon offers several benefits to its employees, including 12 paid holidays; additional paid time off, including vacation; a 401(k) retirement plan; a group health plan, with the employee health care premium covered at 100%; and more.

Essential Duties:

- Work collaboratively with Advocacy, Conservation, and Communication Department staff to develop policy priorities in alignment with the organization’s Strategic Plan.
- Lobby on behalf of Maine Audubon’s policy agenda at the state and federal level, before legislative and executive branches.
- Draft and present legislative testimony.
- Review and analyze administrative agency rulemaking proposals; draft and present public comments.
- Represent Maine Audubon on legislatively-appointed committees or other committees tackling issues consistent with Maine Audubon’s mission.
- Coordinate and collaborate with conservation organizations and nontraditional partners to achieve shared objectives.
- Actively collaborate with Communications Team to advance Maine Audubon’s policy priorities through strategic communications, including email, Maine Audubon’s quarterly magazine, social media outlets, and earned media.
- Assist with managing grassroots outreach to members, supporters, and new activists.
Qualifications:

- Bachelor’s degree and 3 years related experience, or equivalent combination of education and experience.
- Experience with legislative, policy, and/or planning initiatives at the state and/or federal level, including strategic communication strategies.
- Excellent verbal and written communication skills.
- Strong interpersonal skills and experience working collaboratively with a variety of staff and stakeholders from diverse backgrounds, including government agencies, elected officials, and partners.
- Highly organized, detail oriented, self-motivated, and disciplined.
- Familiarity with Maine environmental and/or natural resource law and regulation.

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the functions.

- Able to work occasional evenings, weekends, and travel.
- Able to operate computers and other program equipment.
- Able to sit or stand at a desk for extended periods of time.

Salary Range: $60,000 to $65,000

To Apply: Please send a cover letter and resume to Julia Finkle at jfinkle@maineaudubon.org. We will review applications until July 15. Please also contact Julia Finkle if you are seeking an accommodation in the application process. We encourage you to apply even if you don’t meet 100% of the requirements but believe that you’d be great at this role.

Maine Audubon is an Equal Opportunity Employer. We do not discriminate on the basis of race, color, religion, sex (including pregnancy), sexual orientation, gender identity, national origin, age, disability, veteran status, or any other aspect of identity protected by applicable federal, state, or local law.