

Women's Environmental Network JULY 2006 NEWSLETTER

www.wencal.org

There are 1,011 WEN members – keep the list growing!

The WEN Newsletter goes out on the 15th of each month. Send your announcements, events and job listings to info@wencal.org.

GUIDELINES FOR NEWSLETTER SUBMISSIONS:

ONE PAGE MAXIMUM. Job listings must include contact information, job location and deadline. Please email submissions as either a Word attachment (preferred) or in the e-mail's text. Thank you!

As a reminder, you can manage your email subscription – change your email address, subscribe, unsubscribe – by using the link at the bottom of each email, or by going to the WEN website (www.wencal.org). Forward your newsletter on to women who you think might be interested in WEN – keep the list growing!

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ANNOUNCEMENTS

LEED Study Group

WEN member Barbara Chan is looking for 3 or 4 WEN members who want to form a LEED (Leadership in Energy and Environmental Design) study group in the East Bay for the purpose of preparing for the certification exam. Starting ASAP. People can contact her at 510-233-0580 or inspired@barbarachan.com.

Grow a Greener Community! Become a Master Composter

Inspire others and make a difference in your community. The annual Master Composter Training Program is currently accepting applications for the 2007 Class.

Participants will:

- Attend weekly classes from February to May
- Learn compost and Bay-Friendly Gardening theory and practice
- Give back to the community by completing a compost outreach project
- Receive a compost bin and helpful reference books
- Gain valuable job skills
- Earn College Credit

Teachers who complete the program are eligible for a \$200 stipend to use towards school garden and/or classroom compost activities.

Stopwaste.org offers this 4-month training and environmental education program to promote the recycling of organic materials on the community level. Applications are due by January 12, 2007; visit our website at www.BayFriendly.org to apply on-line or download an application.

For more information, please contact call (510) 444-SOIL or visit www.BayFriendly.org and look for Master Composter Training in the "What's New" section.

Bay-Friendly Garden Tour Seeks Host Gardeners

Does the natural beauty in your garden come from being in harmony with the East Bay soil and climates? Is your soil healthy from compost and mulching? Do native plants help to provide habitat for local wildlife? Then why not share your success with others?

The Bay-Friendly Gardening Program is looking for gardens located in Alameda County to feature on the 4th annual Bay-Friendly Garden Tour on April 29, 2007. Plant enthusiasts, wildlife gardeners, urban food growers, and other natural gardeners are encouraged to apply.

Bay-Friendly gardeners embrace practices that build healthy soil, protect local watersheds, create wildlife habitat and conserve water. If you are interested in sharing your Bay-Friendly garden please complete an application by August 1, 2006. Host gardeners receive a t-shirt, tote bag, Bay-Friendly Garden registration sign, compost bin, Bay-Friendly Gardening Guide, and other garden gifts in exchange for their participation.

Apply on-line at www.BayFriendly.org or call 510-444-SOIL to receive an application. For more information contact Jeanne Nader at jnader@stopwaste.org or 510-614-1699. Sponsored by StopWaste.Org.

Tinkers Workshop is a unique community center devoted to helping our community invent its way toward a sustainable way of life through education in do-it-yourself skills, appropriate technology, creative re-use, and repair.

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We seek to provide not only structured classes but also a unique village atmosphere in which the public can mingle among a variety of projects dedicated to solving problems of waste, homelessness, pollution, and economic unfairness. This can be as simple as getting advice on fixing your lawnmower or your jeans instead of throwing them out, something as ambitious as building a pedal-powered trolley, or being able to get a free bike to ride to work.

To best model a way of life incorporating these ideals, we aim to be a microcosm of a city: with several little enterprises in which people -- especially young people -- can experiment with growing inter-dependant businesses such as an organic garden, café, sewing and craft workshop, bike salvage and repair shop, alternative fuels manufacture, boat building shop, etc. We are in the process of planning after school programs in these areas.

We wish to become as much as possible an economically self sustaining entity. We can provide our volunteers with a colorful, tasteful setting to enjoy the park, the waterfront, and the bike trail.

Please welcome our new Executive Director, Ingrid Good and come to visit us at our new location at 82 Bolivar at the Aquatic Park in Berkeley. Volunteers can come on Tuesdays and Thursdays from 1-5pm and ask for Sasa, or email him at streetlevelcycles@yahoo.com. We are in the process of moving and can use help in that task as well as cleaning and painting the new space. We urgently need to repair a broken window. We will be working with Rebuilding Together in October and hope to get a new roof which we want to be as eco as possible. Any advice on greening our facility is welcome and we will be creating a Rebuilding Green committee to steer us in these tasks. We are also in need of a board member who has skills and experience that will benefit our DIY, creative reuse, sustainability vision. (We encourage women and people of color to inquire for board diversity.)

For more information, contact Ingrid Good at iggYGoo@yahoo.com. We hope to see you soon!

EVENTS

Bay Area Free E-Waste Collection and Recycling Events: Summer 2006

WHO: Electronic Waste Management, a division of Acquisitions Office

WHAT: Summer Schedule for FREE E-Waste Collection/Recycling Events

FEE: ABSOLUTELY FREE! (This is a state-funded program established after the passage of SB20 and SB50)

ITEMS ACCEPTED: Computer monitors, computer hard drives and cases, keyboards, mice, printers, fax machines, VCR's, DVD's, TV's, telephone equipment, toner cartridges, cellular phones, power supplies, audio & visual equipment, digital cameras, stereo equipment & speakers, and video game systems. PLEASE - NO COPY MACHINES, HOUSEHOLD APPLIANCES, SMOKE DETECTORS, OR BATTERIES.

INFO: Phone: (866) 335-3373 (for event information and e-waste form required by State)

WEBSITE: <http://www.noewaste.com/>

Event Schedule

WHEN: Friday, July 21st from 12:00PM - 5:00PM
Saturday & Sunday, July 22nd and 23rd from 9:00AM - 3:00PM
WHERE: San Jose State University, San Jose
Park & Ride Lot (7th & Humboldt Streets)

WHEN: Friday, July 28th from 12:00PM - 5:00PM
Saturday & Sunday, July 29th and 30th from 9:00AM - 3:00PM
WHERE: Monterey County Fairgrounds, Monterey
Carnival Parking Lot

WHEN: Friday, August 18th from 12:00PM - 5:00PM
Saturday & Sunday, August 19th and 20th from 9:00AM - 3:00PM
WHERE: City Of Stockton
The Main Parking Lot at 1658 South Airport Way in Stockton

What is the Citywide Bike Network?: A Bike Tour: Saturday, July 15, 2006

1pm Meet at City Hall, Polk St. steps

What does it mean to have a complete Citywide Bike Network? How close is San Francisco to reaching that goal? And what impact will it have on improving and increasing bicycling for transportation? Join this bike tour, led by Leah Shahum, SFBC Executive Director. Co-sponsored by SPUR & the SFBC, the ride will move at a leisurely pace and include many stops along the city's growing Bicycle Network, focusing on the Mission, SOMA, and Civic Center neighborhoods. Bring your own bicycle & helmet. For more information, contact leah@sfbike.org or 415-431-BIKE.

Oakland Wetland Restoration: Saturday, July 15, 2006

9:00 am - 12:00 pm

Come enjoy a summer day by the bay as we restore the Martin Luther King, Jr. Shoreline. Activities may include non-native plant removal, site monitoring, and shoreline clean up. This project is part of our ongoing wetland restoration project with the East Bay Regional Park District. Families are welcome! No experience necessary, we provide gloves and tools.

Cost: Free

Location: Martin Luther King, Jr. Regional Shoreline near the intersection of Dolittle Drive and Swan Way.

Contact: Jocelyn Gretz, 510-452-9261x109, jgretz@savesfbay.org

Presented by: Save The Bay and the East Bay Regional Park District
Go to <http://www.savesfbay.org/bayevents> to sign up.

Bike Tour of Oakland: Sunday, July 16, 2006

Explore Oakland with the museum's docents and learn about the incredible history of Oakland and its visionaries and scoundrels--who were often the same people. The leisurely two-hour tours are about five miles long, with no hills. Meet at the 10th Street entrance. Advance reservations are required. Participants must be over twelve years old and provide their own bikes, helmets and repair kits.

Time: 10am.

Location: Oakland Museum of CA, 1000 Oak St., @ 10th St., Oakland.

Cost: Free.

Info: 510-238-3514, jcollignon@museumca.org, <http://www.museumca.org/cal-public/calendar.cgi?month=06>.

Coastal Trails and Berries: Sunday, July 16, 2006

10:30 AM to 3 PM, San Mateo County

Hike south of Pescadero along the beautiful Pacific coast with its sandy beaches, dunes, and interesting rock formations. Keep an eye out for marine mammals and coastal birds. Then go u-picking for olallieberries

(pending fruit availability). For directions and reservations, call 415-255-3233 or visit <http://greenbelt.org/cgi-bin/calendar.cgi>.

Eco Funk N' Trunk at Levende Lounge: Sunday July 16, 2006

FREE ENTRANCE, 21+ w/ID

1710 Mission St / Duboce

Many folks in the Green community ask "Where can I buy responsibly made clothing? Why isnt there any Eco-fashion shops in the city?" Well, this is a chance to vote Green with your dollars and support local designers trying to make a difference in the fashion world. And have a little fun while doing it.

The Eco Funk 'n Trunk focuses on local fashion designers using Sustainable materials & practices = Organic, Natural or Recycled Fabrics & Fair Labor. Join us on this Sunday afternoon and get yourself a dose of cool, funky fashions for spring/summer. DJ Seven spinning funky beats! Happy hour beer and Bloody Marys. Fashion, accessories, jewelry for men and women. Brunch 11-3pm, Trunk Show 4-7pm. Peroni Beer \$3 drink specials all day long!

Brought to you by: Nicole Presents | NK7 Productions Event Planning, Production & Promotions www.nk7productions.com and Swirlspace Hempwear & Design www.swirlspace.com.

Join the City of Oakland in developing a Zero Waste Strategic Plan: Wednesday, July 19, 2006

7:00 - 9:00 pm

City Hall Hearing Room #4 - 1 Frank Ogawa Plaza (14th St @ Broadway)

Oakland is pursuing the goal of being a Sustainable City - a place where we can meet our current needs while ensuring that our children and grandchildren can live diverse, rewarding, and healthy lives in the future. In March 2006 the Oakland City Council adopted a Zero Waste Goal by 2020, and commissioned the creation of a Zero Waste Strategic Plan to achieve the goal.

Input from Oakland residents and businesses is needed. You can contribute to Oakland's Zero Waste Strategic Plan by participating in the Town Hall Meeting on Wednesday, July 19 from 7:00 - 9:00 pm at City Hall Hearing Room #4, 1 Frank Ogawa Plaza (14th St @ Broadway).

For more info: <http://www.zerowasteoakland.com/Page749.aspx>.

Training: "Intro to Community Organizing": Wednesday, July 19, 2006

Learn how grassroots community power wins campaigns; talk about three proven techniques that lead to victory: grassroots lobbying, elections work, and building community organizations. Learn the art of communicating with decision makers. RSVP.

Time: 7pm - 8:30pm.

Location: Marin Conservation League, 1623 A Fifth Ave, San Rafael.

Info: 510-848-0800 ext. 307.

Build It Green Real Estate Council Meeting: Wednesday July 19, 2006

8:30am – 12:30pm

Eric Corey Freed will speak on green building. Real Estate professionals welcome.

LOCATION: Pacific Energy Center, 851 Howard St. at 4th

INFO: www.builditgreen.org

Healthy Home Event #8: "Counter" Intelligence: Thursday, July 20, 2006

Join us for Healthy Home Event #8: "Counter" Intelligence Presenting gorgeous green options for countertops on Thursday, July 20th from 6-8:00pm . Beautiful Recycled Glass, Paper & Tile, Concrete countertops and more will be discussed. Our Healthy Home Event lecture Series is always free. For more information or to register for this event please call:(415) 454-0174.

<http://www.greenfusiondesigncenter.com/events.htm>.

Tour d'Organics Santa Cruz: Friday, July 21, 2006

The Tour d'Organics is a bicycle century featuring local, organic food and farms. The routes stop at local farms where riders can refuel from fruit straight from the field. Come enjoy strawberries, melons, peaches, plums, figs, tomatoes and a bounty of vegetables while riding through beautiful country. The ride also features a post-ride vegan buffet and biofuel SAG vehicles. 25, 60, and 100 mile options. For more information, visit www.tourdorganics.com or email info@organicathlete.org.

Tour de Fat: Saturday, July 22, 2006

11-5pm; Speedway Meadows, Golden Gate Park

Nothing is better than a day of beer, bikes, bands, costumes & a day in the park! Join the SFBC & New Belgium Brewing Company for a wacky day out in the park celebrating beer & bikes at a completely green event. The event is kicked off with a costume bike parade beginning at 11am, followed by a day of silly bikes, 3 great bands, give-a-ways and more. Tour de Fat is a fundraiser for the San Francisco Bicycle Coalition and the Bay Area Ridge Trail Council. With every beer purchased, a proceed goes toward better biking in San Francisco. Don't miss it! Come thirsty!

Greenway Getaway: Saturday, July 22, 2006

Contra Costa County, 9AM to 1:30PM

Observe an eclectic mix of urban living and nature's beauty on a moderate, transit-accessible, walk along the Ohlone Greenway in El Cerrito. As we travel through this historic rail corridor turned greenway we'll tour an innovative recycling center, hike the lovely Hillside Nature Area, and end at the path's terminus featuring a restored creek and fascinating modern art. A short BART ride brings us back to the beginning.

For directions and reservations, call 415-255-3233 or visit

<http://greenbelt.org/cgi-bin/calendar.cgi>.

Walk - Point Molate: Saturday, July 22, 2006

Muir Heritage Land Trust and Trails for Richmond Action Committee (TRAC) sponsor a 4-mile walk on the planned Bay Trail route from Point Molate Beach to Point San Pablo Yacht Harbor - the little-known dividing line between San Francisco and San Pablo Bays, usually closed to the

public. The area has a fascinating history and a future clouded in controversy. Call to make a reservation.

Time: 9am - noon.
Info: 925-228-5460.

Benefit Concert for Environmental and Social Justice: Saturday, July 22, 2006

"From Bayview Hunter's Point to New Orleans." Featuring "Fely" (from Cote d'Ivoire), Copus, Jonathan Richman, and more. Bring your dancing shoes!

Time: 8pm.
Location: CELLspace, 2050 Bryant St., @ 18th St., San Francisco.
Cost: \$15 - \$30 sliding scale.
Info: 415-248-5010, <http://greenaction.org/>.

Mission Tree Planting with Friends of the Urban Forest: Saturday, July 22, 2006

We need volunteers to help plant trees. Breakfast / Lunch is provided! RSVP by phone. Meeting place TBA.

Time: 9am - noon.
Location: San Francisco.
Info: 415-561-6890 ext. 110, http://www.fuf.net/calendar_news/index.html.

Renewable Energy Business Symposium: Wednesday, July 26, 2006

8:30 a.m - 2:00 p.m
LOCATION: San Francisco at the Ferry Building
2nd Floor - Port Commision
RSVP: register@resource-solutions.org
or call: 415.561.2100
RSVP: <http://www.bayareacouncil.org/RenewRSVP>
INFO: 415-981-6600 or amichael@bayareacouncil.org

Training: "Intro to Community Organizing": Thursday, July 27, 2006

Learn how grassroots community power wins campaigns; talk about three proven techniques that lead to victory: grassroots lobbying, elections work, and building community organizations.

Learn the art of communicating with decision makers. RSVP. Cosponsored by the Ecology Center.

Time: 7pm - 8:30pm.
Location: Ecology Center, 2530 San Pablo Ave, near Dwight Way, Berkeley.
Info: 510-848-0800 ext. 307.

Tri-Valley Sustainable Business Alliance networking lunch: Thursday July 27, 2006 (4th Thursday of the month)

12:00 to 1:30pm
LOCATION: varies (Pleasant Asian Cuisine 5901 Owens Drive, Pleasanton
RSVP: Steve Melgoza 925-371-6732, jim@righttrac.com
COST: \$12.00
TVSBA is a non-profit membership organization committed to sustainable business policies and practices. Many members are Alameda & Contra Costa certified Green Businesses.

Lighting for Profit - Unlocking Hidden Energy Savings: Friday, July 28, 2006

Join us for a breakfast forum during which we will share some shocking forecasts and what you can do to rein-in energy costs in your buildings. Whether you are constructing a new building, planning a retrofit or responsible for day to day operations, this fast-paced educational program will explain in non-technical terms how you can unlock those hidden energy savings and create profits.

Time: 8:30am - noon.

Location: Pacific Energy Center, 851 Howard St., between 4th & 5th, San Francisco.
Cost: Free.
Info: 415-973-2277, <http://www.pge.com>.

Orchard Exploration: Saturday, July 29, 2006

Santa Clara County, 10 AM to 1 PM

Experience summer's harvest on a visit to Andy's Orchard, south of San Jose. Tour this family farm that grows award-winning artisanal (tree-ripened) stone fruit. Then go on an intimate harvest walk and optional u-pick led by farm operator and well-known fruit expert, Andy Mariani.

\$10 members/\$15 non-members For directions and reservations, call 415-255-3233 or visit <http://greenbelt.org/cgi-bin/calendar.cgi>.

Slow Food Film Festival: Saturday, July 29, 2006

California College of the Arts, 450 Irwin Street, San Francisco

Slow Food San Francisco presents a film festival at the California College of the Arts, showcasing 11 of the best film shorts and documentaries from this year's "Slow Food on Film" Festival in Bra, Italy. The chosen films include fictional shorts, reflecting on food as an expression of culture or knowledge, as emblematic of social conditions, as inspiring love, passion or obsession. The documentary shorts include international films dedicated to food memory and to the controversies surrounding agriculture and the food industry.

The evening begins at 4:00pm with three films, followed by a reception from 6:00 - 7:30pm featuring wine, beer and tapas by Primavera; the second set of eight films begins at 7:30pm. Tickets may be purchased for \$15 and viewers may attend all or part of the evening by arriving at 4:00pm, 6:00pm or 7:30pm.

For more information contact: Slow Food San Francisco, (415) 788-1953,
<http://www.brownpapertickets.com/event/5586>

Intro to Gardening the Permaculture Way: Saturday, July 29, 2006

10am – 1pm

Garden for the Environment, 7th Ave. at Lawton Street

\$15; No one turned away for lack of funds.

Pre-registration required. Call 731-5627 to pre-register or for more information.

<http://www.gardenfortheenvironment.org/pages/calendar.htm>

Permaculture is a relatively new term for the age old practice of tending the land by mimicking the natural systems and cycles of our world. Learn about permaculture design principles, sheet-mulching, edible landscaping and more, with hands-on demonstrations and the tools and resources you'll need to get started.

Cruising Codornices Creek: Sunday, July 30, 2006

Alameda County, 9:30 AM to 2:30 PM

Take a stroll along Berkeley's most naturally flowing creek. This moderate, 5-mile, member outing through historic neighborhoods includes a visit to a native plant nursery and a tour of a private garden practicing creek side native plant restoration. Witness efforts to preserve this natural gem in an urban environment.

For directions and reservations, call 415-255-3233 or visit <http://greenbelt.org/cgi-bin/calendar.cgi>.

Marin Brunch and Ramble: Sunday, August 6, 2006

Marin County, 9:30 AM to 3:30PM

Breathtaking scenery, delicious food and great company abound on this member outing through the Marin Headlands. Go on a moderate ramble (English for hike) to an authentic English pub for a leisurely summer brunch. Gorgeous views, rolling hills, and hearty food make this a classic country outing. \$21 per person / \$10 vegetarian. For directions and reservations, call 415-255-3233 or visit <http://greenbelt.org/cgi-bin/calendar.cgi>.

California Resource Recovery Association 30th Annual Conference: August 6-9, 2006
San Jose Fairmont Hotel

Join us in San Jose for our 30th annual California Resource Recovery Association conference. This is California's premier event for professionals engaged in the recycling and waste reduction field. CRRA attendees come from local governments, non-profits, state agencies, consultants and private businesses. They are engaged in developing and managing programs for e-waste, recycling collections, organics, C&D recovery, green building, household hazardous waste, education campaigns and other environmental services. The average CRRA attendee is likely to make or influence purchasing decisions.

This year's CRRA Conference Title is "Innovate: Think Outside the Triangle." Be reinvigorated and inspired by this year's INNOVATIVE conference sessions and workshops. Topics include cutting-edge, "outside the triangle" programs and policy, ways to boost diversion in private industry, challenges and solutions affecting diversion in the public sector, progressive case studies, and stimulating programs implemented statewide.

Catch the excitement of internationally-known, environmental innovator Gunter Pauli. Gunter Pauli will engage attendees with his keynote presentation on "Adding Value to the Bottom Line and Eliminating Air, Water and Land Emissions." He is the founder and leader of the Zero Emissions Research and Initiatives. ZERI has demonstrated in projects around the world over the past 10 years how we can do so much more with what nature provides, by applying the laws of nature and a systems approach to solving problems.

FOR MORE INFO AND TO REGISTER, VISIT WWW.CRRA.COM

Organic Architecture - A Green Approach to Building: Wednesday August 9, 2006

6:00pm: check-in/dinner, 6:30-8:00pm: lecture

The Harvard Club of San Francisco presents: Organic Architecture: a green approach to building. An energetic and lively discussion on green architecture from one of the pioneers in the field. Eric Corey Freed is an award winning green architect and principal of organicARCHITECT, a research and design firm based in San Francisco. Eric is a warm and engaging speaker and presents this inspirational and informative material in a logical way. In this discussion you will hear about the nascent field of green building; see some of the most exciting technologies available; and get a glimpse of the inevitable future of our buildings.

INFO: <http://www.organicarchitect.com>

LOCATION: University of California Berkeley, Extension Building, 95 Third Street at Mission Room 206, Second Floor (Part of the new Sustainable Design Certificate program:

<http://www.unex.berkeley.edu/profseq/sustain.html>)

PARKING: Discount parking (validation required) is available at the Hearst Parking Center. From Third St. drive 1/2 block past the center and turn right on Stevenson to access Hearst Parking Center.

BART: Montgomery Street station

MUNI: 6-Parnassus, F-Market, 9-San Bruno, 21-Hayes, 66-Quintara, and 71-Noriega.

COST: (includes lecture & dinner): \$15 for members; \$25 for non-members

RSVP: <http://harvardclubsf.org/events/index.html#aug9>

**Old Mill Farm 2006 Natural Building Workshop "Natural Plasters for Healthy Homes":
August 11-13, 2006**

Old Mill Farm is very pleased to announce our 2006 Natural Building Workshop, Natural Plasters for Healthy Homes August 11-13 in partnership with Emerald Earth Sanctuary.

Instructors: Michael G. Smith and Janine Björnson

<http://www.oldmillfarm.org/events/building06.html#PLASTERS#PLASTERS>

Clay plasters can be the best choice for finishing straw bale, cob, straw-clay, adobe, and other natural walls. They are durable, beautiful, healthy, and easy to apply. They help protect the wall beneath from weather, fire, dusting, and pests. Clay plasters can also be applied over non-natural surfaces like plywood and sheetrock, so they are ideal for health-conscious renovations. Many different colors and textures are available, according to the ingredients you use and the application technique.

In this workshop we will be applying a clay base coat to the straw bale walls raised during the July "Building with Straw Bales" workshop. We will discuss and practice the steps necessary to prepare different kinds of walls for earthen plasters. We will also mix up and apply several different recipes for beautiful clay finish plasters. And we'll watch a slide show of many exquisite natural finishes from around the world.

Marvelous Marshland: Saturday, August 19, 2006

Sonoma County, 1:30 PM to 6 PM

An afternoon delight! Explore Tolay Creek in the Napa-Sonoma Marshes on the northern tip of San Pablo Bay. This easy nine-mile hike boasts of amazing marsh wildlife diversity and spectacular North Bay views. Learn

how this wetland is being transformed to provide critical habitat for threatened and endangered species. Optional visit to a winery after the hike. For directions and reservations, call 415-255-3233 or visit

<http://greenbelt.org/cgi-bin/calendar.cgi>.

Rock Parks of Berkeley: Saturday, August 26, 2006

Alameda County

Visit 7 Berkeley parks that feature ancient volcanic rock formations. We'll also witness how rocks are incorporated into buildings and landscapes while traversing 4 or more famous Berkeley paths, visiting

local gardens and creeks, and seeing historic homes by famous designers. Participants have the option to climb up the rocks for great views. 10 For directions and reservations, call 415-255-3233 or visit

<http://greenbelt.org/cgi-bin/calendar.cgi>.

Coastal Clarity: Sunday, August 27, 2006

Marin County, 9:30 AM to 5:30 PM

Above the summer fog lie breathtaking views on this moderate 10-mile hike along Bolinas Ridge on Mount Tam. Hikers will be treated to shoreline vistas stretching from Bolinas to Point Reyes.

For directions and reservations, call 415-255-3233 or visit

<http://greenbelt.org/cgi-bin/calendar.cgi>.

Hands-On Plaster Application Workshop: Sunday, August 27

9:00am-4:30pm

Taught by the only west coast, American Clay certified plaster Artisan, Orit Yanai. In this workshop you'll learn how to: Prepare and prime surfaces, Mix and apply base coat through finish – Loma & Porcelina, Blend pigments, and Apply various Sealers.

Please bring: stainless steel trowel (available at Green Fusion), notebook, pen & old clothes

Cost: \$250, Space is limited: full payment required at time of registration
Registration Deadline: 8/25 - Please call: 415-454-0174

San Francisco to Sausalito: Monday, September 4, 2006 (Labor Day)

San Francisco/Marin Counties, 10 AM to 6:45 PM

Leave your car behind as we hike through San Francisco, across the Golden Gate Bridge and over the Marin Headlands. Return to SF via ferry. Great views on this challenging route! For directions and reservations, call 415-255-3233 or visit

<http://greenbelt.org/cgi-bin/calendar.cgi>.

Green Home Workshop "Home Mechanical Systems for Cost Savings & Comfort":

Saturday, September 9, 2006

1:00 p.m. – 5:00 p.m.

Location: Truitt & White Conference Room, 1817 2nd St., Berkeley

Fee: \$20

Your home is a system and all parts of it interact with each other. Homeowners depend heavily on a home's systems and its components, such as heating, cooling, plumbing, water heating, and electrical. Most have little knowledge of how they operate or how they can easily be improved. This workshop introduces you to how they work, how you should operate them, how you can test them, and what basic improvements can be made. With this knowledge, you can reduce utility bills, improve indoor air quality, and save money while raising your home's comfort and performance. Continental breakfast served. Registration for all workshops is required and space is limited. To register, please visit:

<http://www.builditgreen.org/registration/index.cfm?fuseaction=events>.

Green Home Workshop "Hiring & Working with Green Professionals": Wednesday, September 13, 2006

7:00 p.m. – 9:00 p.m.

Location: Builders Booksource, 1817 4th St., Berkeley

Fee: \$20

This workshop will help you make the right decisions when choosing a green architect and/or builder. We'll explore what a knowledgeable builder and designer can provide you when building green. Topics will include the designing and building process, planning your remodel, and choosing the best materials. Registration for all workshops is required and space is limited. To register, please visit: <http://www.builditgreen.org/registration/index.cfm?fuseaction=events>.

3rd Annual Climate Change Research Conference: September 13-15, 2006

The California Energy Commission's Public Interest Energy Research (PIER) program cordially invites you to the 3rd Annual Climate Change Research Conference to be held at the Radisson Hotel in Sacramento, California, on September 13-15, 2006. The Energy Commission and the California Environmental Protection Agency are jointly sponsoring this conference.

The first two conferences were very well attended by policymakers, scientists, experts from academia, state and federal agencies, national laboratories, and members of the public. Please join us in this gateway to cutting edge science on climate change and its impact on California. Conference registration information will be available shortly.

Mark your calendar and forward this announcement to those interested in attending the conference. For more information, please contact Arthur Firebaugh at the Energy Commission (916) 551-1879 or afirebau@energy.state.ca.us.

Sonoma Fruit and "Flies": Sunday, September 17, 2006

Sonoma County, 10 AM to 4 PM

Start the day with a harvest tour of family-owned and -operated Gabriel Farm, near Sebastopol where you'll sample delicious organically grown apples, pears, persimmons, and other goodies. Then enjoy a tour and talk at nearby Halberg Butterfly Gardens, a butterfly and wildlife sanctuary visited by a wide range of butterflies each year. Optional u-pick after Gabriel Farm tour. \$7 members / \$10 non-members. For directions and reservations, call 415-255-3233 or visit <http://greenbelt.org/cgi-bin/calendar.cgi>.

West Coast Green: September 28-30, 2006

Announcing the opening of registration for West Coast Green—the nation's largest residential green building conference and expo! This landmark event is coming to the Bill Graham Civic Auditorium, September 28-30, 2006 in San Francisco. West Coast Green will showcase over 250 exhibitors and 120 speakers, including keynotes by Robert F. Kennedy, Jr., Sarah Susanka (author of "The Not So Big House"), and industry leaders Ed Mazria, Peter Yost and Tom Paladino. More than 12,000 industry professionals and homeowners (on the final day) will convene from all over the country to gain the tips and tools for building sustainably and successfully. In honor of this momentous event, The City of San Francisco has proclaimed the week of September 25th "Green Week." <http://www.westcoastgreen.com/>.

Registration is now open! Register today to receive an advance registration discount. In our commitment to making the valuable information provided at the conference available to everyone, we offer a variety of registration options:

- 3 for 2! – Bring your colleagues, friends or co-workers and get in at a discounted rate.
- Spouse/Significant Other Pass – Bring your loved one at half (1/2) price to join you for the show, and enjoy San Francisco together!
- Company discounts – Discounts apply to groups of 5 or more co-workers.

Visit our registration page to register now and explore additional pricing options. We will not turn anyone away for lack of funds.

JOBS

Earthjustice: Associate Attorney

Earthjustice's International Program, located in Oakland, California, is now accepting applications for a two-year associate attorney position, located in Oakland, California, focusing on issues of international environmental law, international trade and the environment, and international human rights and the environment.

Earthjustice is the nation's largest nonprofit public interest environmental law firm. Earthjustice's International Program uses the power of the law to protect the environment and human health worldwide. We represent public interest and community groups in international tribunals and domestic courts to hold corporations and governments responsible for environmental harm, prevent trade rules from undermining public health and environmental protections, and create strong tools for citizens to defend the right to a healthy environment. A description of some of our recent work is at http://www.earthjustice.org/our_work/regions/international/.

The associate will assist in developing and bringing cases in domestic and international fora, exploring legal strategies for protecting the international environment, and advising clients. The associate will work under the supervision of the director of the International Program but must be able to exercise significant initiative and responsibility.

We seek an attorney with an excellent academic record; top written and oral advocacy skills; a demonstrated commitment to international and/or environmental issues; a strong work ethic and ability to take initiative; and a sense of humor. The associate must be admitted to (or in the process of applying to) practice law in a US jurisdiction (admission to the California bar will be required within the first year). The ability to speak Spanish or other foreign languages is a plus.

The International Program is a small team and we value collaboration and collegiality. Salary is dependent upon experience, and includes excellent health and other benefits.

How to Apply:

TO APPLY, please send a cover letter, resume, law school transcripts, recent writing sample and professional references to: Office Manager, Earthjustice International Program, 426 17th Street, 6th Floor, Oakland, CA 94612; or via e-mail to eajusintl@earthjustice.org (please write "Associate Attorney Application" in the subject line). Electronic applications are highly encouraged. We will accept applications until we have filled the position. Please, no phone calls or drop-ins.

Earthjustice: Litigation Assistant

Please read the full job description here:

http://www.earthjustice.org/about_us/jobs_education/jobs/index.html.

Earthjustice was established in 1971 as an independent, non-profit law firm to serve the burgeoning environmental movement. It continues to provide free legal services to local and national organizations on conservation and public health issues of broad concern. Since our inception, we have been involved in many of the nation's most important environmental battles and have established valuable precedents in cases involving air and water quality, endangered species, forestry, public lands, and international environmental law.

The Oakland Regional Office has litigated for more than 30 years to protect old growth forests, promote salmon recovery, improve air and water quality and reform federal and state land

management practices, throughout California and adjacent states. Our current strategic campaign, "Healthy Cities, Healthy Wildlands," focuses our resources on addressing the mounting environmental and associated public health threats facing three core areas of the state - the San Francisco Bay Area and Bay-Delta, the Central Valley and the Sierra Nevada. We are working to address the impacts of rapid population growth and unrestrained development on the quality of life in urban centers, on agricultural lands in the Central Valley, and on forests and wildlife in the Sierra Nevada. We implement this campaign with a mix of Clean Air Act, Clean Water Act, Endangered Species Act and other litigation.

Litigation Assistants in the Oakland Regional Office work with the 3-4 attorneys to whom they are assigned and with the research associates and law clerks working with those attorneys on particular cases. Those teams work closely together, and overlap of responsibilities is not uncommon. The litigation assistant may work with other support staff and attorneys on occasion. Because this is a small office, teamwork and collegiality are crucial.

Ideal candidates will possess excellent organizational skills, stellar proofreading ability, outstanding written communication skills, knowledge of Federal and local court rules, an eye for detail, and the ability to juggle a variety of tasks while maintaining accuracy. Candidates should be self-motivated and able to work independently without supervision. Advanced level MS Word and intermediate level Excel skills are required. Preferred applicants will have 1-3 civil litigation experience. Interest in and knowledge of environmental issues highly desired.

The salary starts in the low \$40s DOE. We offer an excellent benefits package that includes medical, dental, vision and alternative care (chiropractic and acupuncture) coverage, life insurance, retirement plan (with employer contributions after two years), three weeks paid vacation (after one year), 12 holidays per year, and reduced-cost gym memberships. We also offer an extremely congenial work environment, casual dress code, food co-op, frequent office events, and occasional office outings. We are located one block from the 19th Street BART station in a historic building in downtown Oakland. Bike parking available.

Interested candidates should send or email a cover letter, résumé, and names and phone numbers of three professional references to: Jesse Antin, Office Manager, Earthjustice, 426 17th Street, 5th Floor, Oakland, CA 94612 or email to: jantin@earthjustice.org.

Double-sided copies are encouraged and will be appreciated. In your cover letter, tell us why you are both interested in and right for this position. Preferred application deadline is July 21, 2006, although we will continue to accept applications until the position is filled. Our desired start date is mid-to-late August. Please, no faxes, phone calls or drop-ins.

Community Alliance with Family Farmers: Community Food Systems Program Manager

The Community Food Systems Program Manager provides support for the successful operation of CAFF's Community Food Systems Program by managing grants and contracts that fund the program and tracking program deliverables and outcomes.

Grant and Contract Administration

- Negotiate grant and contract agreements including budget, scope of work, and project results and deliverables.
- Act as funder liaison, communicating regularly regarding grant and contract requirements, providing grant or contract-related information to agency representatives and trouble-shooting any problems as they arise.
- Prepare grant and contract summaries for new projects.
- Coordinate the submission of interim and final reports for all grants and contracts.

Program Management and Support

Women's Environmental Network
JULY 2006 NEWSLETTER

- Work with CAFF executive director, program director and the controller to develop and implement systems for tracking budgets, and documenting project outcomes.
- Assist Program Director with development and management of the program and project budgets. Act as a point person for budget questions and concerns.
- Assist the program staff with project and proposal budget development.
- Assist in the creation of program and project workplans.
- Maintain electronic files, physical files and funder database.
- Track and manage program and project deliverables, results and outcomes

Information Management

- Set up files for new grants and contracts both physical and electronically.
- File proposals, Letters of Introduction (LOIs) and reports in an organized physical and electronic system.
- Maintain an extensive organized e-mail filing system for CAFF's Community Food Systems Program grants and contracts.
- Physically file, reports, deliverables, payment records and important correspondence in the grant and contract files.

Program Staff Management

- Work with program staff to ensure all grant and contract requirements are met.
- Provide administrative support to program staff.

Miscellaneous

- Attend regular staff meetings and program staff meetings, and participate in staff training opportunities.
- Work on special projects as assigned by program director, or executive director.

Qualifications: Knowledge of community food systems. Detail-oriented. Excellent communication, administrative and organization skills. Ability to edit for grammar, spelling and syntax. Ability to write correspondence, narrative reports and contract amendments. Fiscal skills needed to prepare and manipulate moderately complex budgets. Strong computer skills including experience working with databases. Familiarity with, PageMaker, Word and Excel.

Physical Requirements: This position is based in the Davis office and requires sitting at a computer, desk, or telephone for extended periods. Must be able to lift and carry 20 pounds.

How to Apply: Please send a resume ASAP to: anya@caff.org.

Solar Living Institute: Site Manager

Please read the full job description here: <http://www.solarliving.org/pdf/sitemanager.pdf>

SUMMARY: Maintains site at the Solar Living Center. Responsible for all site maintenance. Assists in intern training and management. Works closely with all staff to accomplish goals as needed, and reports to the Executive Director.

Submit (1) cover letter, (2) resume, and (3) salary requirement to:

Executive Director
Solar Living Institute
P. O. Box 836
Hopland, CA 95449
bob.gragson@solarliving.org

California Certified Organic Farmers: Certification Services Director

Please read the full job description here:

http://www.ccof.org/pdf/Certification_Services_Director_job_announcement_6-13-06.pdf

Responsibilities:

- Manage the day-to-day business of CCOF Certification Services.
- Ensure that CCOF Certification Services operates in a fiscally responsible manner.
- Develop annual budget and monitor financial reports and cash flow on a monthly basis
- Ensure that CCOF Certification Services is staffed to meet the needs of the certification services program.
- Ensure that the CCOF quality system is fully implemented with regard to the review and decisionmaking process for certification decisions.
- Provide assistance to CCOF Certification Services clients as needed.
- Provide oversight for the certification and decision-making processes.
- Provide written and verbal instructions to CCOF clients regarding status and conditions according to CCOF standards.
- Ensure the maintenance of current files on all CCOF decisions.
- Ensure that data and records of decisions are retained and accurate.
- Assist in training of CCOF personnel as necessary to implement CCOF's quality system and ensure that certification review is conducted according to the applicable standards and regulations.
- Work on projects as deemed necessary by the LLC Management Committee.
- Assure CCOF accreditation under the USDA National Organic Program, USDA ISO-Guide 65 for organic production, International Organic Accreditation with IFOAM, and any other program(s) as directed by the LLC Management Committee.

Qualifications:

- Formal education (Bachelor's degree or equivalent; post-graduate education a plus) or training in agricultural practices or sustainable systems including agronomy, economics, and natural resources.
- Experience with organic agricultural practices or food processing practices for 3 or more years (may include experience with production or in management).
- Experience with organic production practices and application of the USDA National Organic Program for 2 or more years.
- IOIA Inspector training or equivalent experience is a plus. (Auditor training for food quality production systems or similar field is considered equivalent.)
- Must have proficient computer skills including all aspects of programs such as Microsoft Word and Excel. Knowledge of Access is beneficial.
- Work experience that evidences management ability, including financial management, human resource management, project management, and communication skills.
- Ability to multi-task in a dynamic environment.

City of El Cerrito - Waste Prevention Specialist

The position: Incumbents conduct site visits, develop and implement programs, promote waste reduction, recycling and composting, respond to phone and on-site requests and coordinate special events. The position reports to the Integrated Waste Services Manager and may oversee volunteers. This is a fantastic opportunity to learn many aspects of the recycling and waste prevention field and take on as much responsibility as is appropriate to your experience and ability.

The City: El Cerrito's Integrated Waste Services Division provides a variety of direct services, including curbside residential and commercial recycling collection, a recycling drop-off center serving 400 users daily, waste reduction education and information for adults and children, and 4

community events annually.

Planned projects include rebuilding the recycling center incorporating green building techniques, increasing commercial recycling, and continuing El Cerrito's remarkable community support for recycling programs. Please visit www.ecrecycling.org or www.el-cerrito.org for more information.

Compensation: \$4,023 to \$4,890 per month, plus excellent benefits. Typical qualifications include 3 years of environmental work experience and a bachelor's degree.

Submit application, resume and cover letter to: Employee Services Division, City of El Cerrito, 10890 San Pablo Avenue, El Cerrito, CA 94530. Obtain an application by calling (510) 466-5005 or pick one up at above address. For questions about the position call Heather Abrams at (510) 215-4350. Applications due by 4:00 p.m., Friday, August 4, 2006.

Pacific Forest and Watershed Lands Stewardship Council: Associate Land Conservation Planner

(Part or Full-Time)

Primary Purpose of Position: Provide support for land conservation planning and disposition program. Provide technical expertise, research support, and policy guidance on land management issues and land disposition planning. Coordinate as directed with legal staff on helping to craft conservation easement language and develop conservation management tools. Support public outreach efforts. Provide project management support to Land Conservation Program Manager, including technical, financial, and scheduling assistance.

Position Responsibilities

Research and Analysis:

Conduct research and prepare position papers and recommendations regarding land management policies, issue analysis, and land disposition recommendations.

Evaluate and help develop baseline criteria for land disposition program, including qualifications of land donation recipients and long-term management and monitoring requirements.

Assist with development of land-related solicitation and award process.

Support regulatory communications and development of related work products.

Support public outreach program.

Prepare progress reports, notes, presentations, and other distributions as requested.

Program Management and Support:

Support land conservation program manager in coordinating all phases of land conservation planning work, including schedule, consultant, committee, and budget management.

Provide support in efforts to integrate the land conservation and youth investment programs.

Provide support in managing outside experts and consultants.

Act as key team member in preparation, editing, and delivery of Land Conservation Plan.

Requirements:

5-10 years experience in conservation planning, real estate, and/or environmental issues in California.

Bachelor's degree in natural resource management, environmental/conservation planning, biology, or related field; Masters preferred.

Excellent writing, editing, and communications skills.

Project management experience.

Positive, mature, and professional communication style. Strong skills in consensus building.

Advanced skills in all of the Microsoft Office Suite (Word, Excel, PowerPoint, Outlook, and Project). Estimated 25% travel (within California) required.

Compensation: Full time equivalent salary of \$65,000 to \$85,000 commensurate with experience. Excellent benefits package offered for candidates seeking 30 or more hours per week.

Organizational Background: The Pacific Forest and Watershed Lands Stewardship Council (Stewardship Council) is a private foundation charged with land stewardship, youth wilderness education, and urban park development in northern and central California. Specifically, the Stewardship Council is responsible for developing and implementing a Land Conservation Plan for the protection of 140,000 acres of land located in the Sierra Nevada and Cascade mountain watersheds and on the Carizzo Plains. Additionally, the Stewardship Council administers an Urban Youth Investment Program to benefit underserved youth and communities throughout northern and central California. The Stewardship Council has committed funds of \$100 million dollars to implement these programs. For additional information, please visit our website at www.stewardshipcouncil.org.

If you are interested in submitting your résumé and cover letter for review, please email or fax your information, along with salary requirements to the address below:
303 Vintage Park Drive Suite 150 • Foster City • California • 94404
Tel: (650) 286-5150 • Fax: (650) 286-5140
Email: jobs@stewardshipcouncil.org

The Mosaic Project: Administrator

The Mosaic Project, a 501 (c)(3) nonprofit organization, works towards a peaceful future by reaching children in their formative years. Our principal program is a unique outdoor school in which we unite 4th and 5th graders of diverse backgrounds and build their self-esteem while also building community. We provide our students with essential skills to thrive in an increasingly diverse society and empower them to strive for peace. For more information, please visit our website at www.mosaicproject.org or see below.

We are searching for an Administrator who is passionate about our vision and eager to establish and maintain organized, efficient systems. We hope that this person will eventually become our Administrative Director and an integral member of our leadership team.

Responsibilities:

- Assist in all logistical preparations for our outdoor school, in-school programs, and fundraisers.
- Manage and nurture relationships with our partner schools, ensuring they meet all deadlines.
- Supervise, motivate, and work closely with office volunteers.
- Manage database, including entering data and improving our current database.
- Process mail and manage donor solicitations and follow-up thank you mailings.
- Handle all donations, bills, invoices, payments, and basic bookkeeping.
- Maintain records of all programs, activities, students, donors, and partner schools.
- Inventory and obtain supplies as needed for our programs and office, soliciting in-kind donations whenever possible.

Qualifications:

- Exceptional organizational and time-management skills.
- Ability and desire to work well and connect with people of diverse ages and backgrounds.
- Strong oral and written communication skills.
- Ability to take initiative, work well independently, thrive under pressure, and meet crucial deadlines.
- Extensive experience with Access and/or other database programs.
- Proficiency in Excel, Word, and QuickBooks.
- Basic bookkeeping experience.

Desire to make a long-term commitment to the organization.
Passion for youth development, social justice, and creating peace, as well as enthusiasm for supporting this work from behind the scenes.

Compensation: \$35,000/year, 40 hrs/week, some flexibility in schedule, medical insurance.
To apply: Please send letter of introduction and resume to Lara Mendel at lara@mosaicproject.org.

The Mosaic Project: Program Instructors

UNIQUE OPPORTUNITY For Program Instructors at a Human-Relations Outdoor School for 4th and 5th Graders!

September 10 – October 22, 2006

We are looking for dynamic, creative, warm, exuberant, experienced educators who are passionate about our vision. Instructors will participate in a 5-day staff training followed by five weeks of our residential outdoor school program in Napa, CA.

Responsibilities:

Facilitate games, activities, and discussions that encourage students to appreciate and respect themselves and others.

Provide a nurturing, safe, fun learning environment for our students.

Work closely with other staff members to create a magical experience for our students they will never forget.

Supervise high-school aged cabin leaders.

Share your unique experiences, talents and skills with our community.

Qualifications:

Experience in human-relations/diversity/cross-cultural education.

Experience working with children, especially ages 9-11.

Excellent facilitation skills.

Stamina to work extremely long, but rewarding hours.

Ability and desire to live and work in a tight-knit, diverse community.

Medical, counseling, musical, theatrical, and/or art experience is desired.

Certifications in CPR, Wilderness First Aid, and lifeguarding are desired.

Passion for youth development, social justice, and creating peace!

Compensation: \$385/week plus room and board during the week.

To apply: Please send letter of introduction and resume to Lara Mendel at lara@mosaicproject.org.

(Please do not respond unless you are able to make the ENTIRE 6-week commitment between September 10th and October 22nd to this RESIDENTIAL program. Staff must sleep at the program site during the week.)

California Breathing: Health Educator/Policy Specialist with California Asthma Partners

California Breathing, a program of the Department of Health Services seeks an experienced half time Health Educator/Policy Specialist to provide leadership for its partnership-building activities for a five-year statewide initiative to address asthma from a public health perspective. The Health Educator will direct partnership-building and collaborative efforts to advance implementation of the Strategic Plan for Asthma in California through its program called California Asthma Partners. The Health Educator will lead activities of California Asthma Partners, a forum for local partnerships, regional coalitions, individual programs and other stakeholders. This is a 50% part-time position. The Salary is \$46,000 - \$60,000 (full-time annual base), depending on experience. The position will be located in Richmond, California. To Apply

Please send resume, cover letter, and contact information for three references to Anne Ndivo, CAP California Department of Health Services 850 Marina Bay Parkway, Building P, Third Floor, Richmond, CA 94804. You can also email at <mailto:andivo@dhs.ca.gov>.

Social Venture Network: Deputy Director

Social Venture Network (SVN) is a nonprofit association of 400 socially responsible CEOs, investors, and nonprofit leaders committed to building a just and sustainable world through business. The Deputy Director will marshal SVN resources to build a larger, more effective network by growing the membership, expanding our events, raising more money, and crafting more focused messages. The Director's key goals will include: expanding the network to 500 members by 2009, increasing revenue generated through SVN's fundraising efforts, improving the quality of member services, events and communications, and increasing attendance at SVN conferences. The Deputy Director will supervise a staff of three people and report to the Executive Director. See www.svn.org for more information.

Duties and responsibilities include:

1. Membership Recruitment and Retention (30%)

- Work with Membership Manager to expand and diversify membership and improve member retention
- Evaluate and implement new member services, such as local networking forums
- Leverage network resources and build partnerships to strengthen member recruitment and initiatives

2. Event Planning and Management (25%)

- Work with Senior Event Coordinator to plan and implement SVN events, including two annual conferences and three annual Social Venture Institutes
- Increase fall conference attendance to 300 (members, prospects and speakers)

3. Fundraising/Development (20%)

- Increase revenue through membership upgrades, sponsorships, events and workshops, auctions, individual donations, foundation outreach, etc.
- Generate adequate revenue from earned income (membership dues, event fees, etc) and donations to cover 100% of SVN's operating expenses

4. Marketing/Public Relations (15%)

- Work with Marketing Associate to improve network communications & increase SVN's visibility
- Help develop newsletters, stakeholder reports, website and promotional materials for SVN events
- Promote SVN Book Series and 20-Year Anniversary

5. General/Misc. (10%)

- Develop and implement programs and initiatives outlined in SVN's strategic plan
- Respond to SVN member, staff and other stakeholder requests

Qualifications and Skills

- Ten or more years of relevant work experience (preferably in a nonprofit)
- Excellent communication, management and implementation skills
- Skilled at managing multiple staff members and coordinating a wide range of projects
- Professional, flexible, and committed work ethic
- Strong ability to create a collaborative, supportive work environment
- Established connections with diverse business leaders and social entrepreneurs

How to Apply:

SVN actively seeks to recruit people with diverse backgrounds, experiences and perspectives reflecting the full diversity of our society. Salary: \$72,000 to 80,000, depending on experience. Send resume and cover letter to: Molly Merson, SVN, P.O. Box 29221, San Francisco, CA 94129, fax to 415-561-6435 or email to mollym@svn.org. No phone calls please.

Sierra Club: Associate Director of Volunteer Development

Sierra Club, America's most influential environmental organization, is seeking an individual with experience and skill in organizational development and training to manage and develop its volunteer leadership programs. This position works closely with staff and volunteers nationwide to promote and develop grassroots leadership skills that enable citizens to take action regarding environmental concerns within their communities. The position will also assist grassroots volunteers with conflict resolution, governance practices and policies.

Additional Qualifications:

Qualified candidates will have strong professional skills and expertise in the areas of organizational and leadership development, volunteer grassroots community action, non-profit organizational governance, training program development, and conflict resolution.

How to Apply:

Send a cover letter and resume to: resumes@sierraclub.org (specifying title in subject line)
Sierra Club is an equal opportunity employer committed to workplace diversity.

Valley Energy Efficiency Corporation: Technical Program Researcher & Writer

Career opportunity for an experienced technical researcher and writer providing staff support for the Super Efficient Gas Water Heater Appliance Initiative (SEGWHAI), implemented by the Valley Energy Efficiency Corporation (VEEC). The California Energy Commission (CEC) Public Interest Energy Research (PIER) Natural Gas Program has funded phase one of SEGWHAI. Phase one will produce a set of reports that will provide the foundation for phases to follow. The person hired for this position will be an integral member of the SEGWHAI team.

SEGWHAI Mission: To implement a performance-based, comprehensive program that will cost-effectively maximize energy efficiency and savings in the North American residential replacement gas water heater market.

Duties and Responsibilities:

1. Participate in the SEGWHAI team to implement the work tasks
2. Participate in the development of research designs, data collection instruments and procedures
3. Conduct and oversee a variety of data collection tasks, including surveys, interviews, and document review
4. Write reports that include statistical, narrative and graphic components as appropriate to the specific task
5. Be responsible for assembling draft technical reports required for SEGWHAI based on narrative material provided by team members with additional writing as needed to complete the draft
6. Be responsible for assembling revisions to draft reports into final reports that have a consistent format and style
7. Attend and participate in project Committee meetings
8. Engage in other project-related activities as needed
9. Interact regularly with staff and clients, traveling as needed
10. Stay abreast of relevant professional standards, trends and issues.

Qualifications and Experience:

1. U.S. Citizenship (preferred) or green card
2. Bachelor's degree
3. Ability to manage multiple projects, set priorities, meet deadlines, work independently or collaboratively, and communicate effectively

4. Demonstrated attention to detail and organizational skills. Excellent writing and speaking skills
5. Proficiency in word processing, spreadsheet, presentation, and other general office software applications
6. Experience with evaluating energy programs and technologies preferred, but not required.

How to Apply:

Application Process or Questions: Please email cover letter, three professional references, technical writing sample and resume to Laura Creely at lcreely@cityofdavis.org.

Global Fund for Women: Events Coordinator

The Global Fund for Women is an international grant making foundation that supports groups working to advance the human rights of women and girls. We work in partnership with groups addressing issues that include but are not limited to: Building Peace & Ending Gender-Based Violence; Advancing Health and Sexual & Reproductive Rights; Expanding Civic & Political Participation; Ensuring Economic & Environmental Justice; Increasing Access to Education; and Fostering Social Change Philanthropy. Since its inception in 1987, the Global Fund has granted over \$50 million to more than 3,000 women's groups in 162 countries.

JOB SUMMARY

The Events Coordinator is responsible for organizing and executing all external events for the organization. This position is part of a dynamic Development and Communications team, works closely with the Vice President of Development and Communications and reports to the Manager of Individual Giving.

ESSENTIAL JOB FUNCTIONS

- To organize and oversee all Global Fund for Women events including: nationwide house parties hosted by Global Fund supporters (on-going throughout the year); public speaking events with Global Fund grantees (2 per year); International Women's Day Event (March 8th of each year); and other external events including gala events in San Francisco and New York City for the Global Fund's 20th year Anniversary celebrations in 2007.
- Manage logistics for all events including: venue scouting, food and beverage planning, attendee registration, entertainment, creation and distribution of invitations, transportation and on-site logistics, room set-up, speaker coordination, audio/visual coordination and organizing volunteers as needed.
- Facilitate follow-up for all events.
- Build and maintain ongoing relationships with Global Fund donors and prospective donors.
- Maintain event calendar.
- Support logistics and programming of occasional donor travel trips at the Global Fund.
- Ensure donor and prospective data gathered from events is properly recorded in the database and that all donor information is maintained with respect to confidentiality.
- Maintain the integrity of donor relationships and the Global Fund for Women's fundraising philosophy.
- Ad hoc projects

KNOWLEDGE, SKILLS, AND ABILITIES

- Exceptional organizational skills and the ability to manage logistics and details for more than one event simultaneously are essential.
- Experience working with varied constituents to build consensus and enthusiasm around shared projects.
- Excellent interpersonal skills are critical, along with the ability to work with donors and prospective donors from all walks of life and every part of the country.
- Ability to manage stressful situations and respond calmly to the unexpected.
- Excellent writing skills, close attention to detail, as well as familiarity with Macintosh computers, Microsoft Word, Excel and e-mail applications is needed.

- Strong skills in Filemaker Pro preferred.

EDUCATION AND EXPERIENCE

- Associate to Bachelor's degree.
- Minimum two to three years of event planning experience.
- Previous experience in a non-profit setting, preferably with fundraising background.
- Experience working in a diverse, team oriented, and fast-paced environment.

START DATE AND COMPENSATION: The projected start date for this position will be September 4, 2006. The Events Coordinator will work full time and is an exempt position with a salary of \$35,000-45,000, plus excellent benefits. The Global Fund for Women is committed to working globally and addressing inequities. In line with this global lens, it is our policy to actively seek a diverse pool of candidates, from a variety of backgrounds, who are committed to the mission and vision of the Global Fund.

APPLICATION PROCESS: Applications and all supporting documents must be postmarked by July 21, 2006. The Selection Committee will review all applications immediately following the closing date. Applicants will be notified of their status by August 31, 2006. Please submit an original of the full application to the Global Fund for Women office by mail or email (see below).

APPLICATION FORMAT: All pages of the application should be typed in a reasonable size font (10-14 pt.), single-spaced and double-sided to conserve paper. Please do not submit applications in folders or binders. If emailed, all documents should be in Word format. Each application package should include the following:

- Cover letter with the applicant's current contact information
- Resume (including detailed work experience, education/degrees, and references with complete contact information)

All applications and supporting documents should be sent to us by email or mail to: jobs@globalfundforwomen.org or Events Coordinator (EC1-06), Global Fund for Women, Attn: Human Resources, 1375 Sutter Street, Suite 400, San Francisco, CA, USA 94109. **NO PHONE CALLS PLEASE!**

Moore Iacofano Goltsman: Environmental Planner

Moore Iacofano Goltsman (MIG), Inc., is an innovative, 105 person, multi-disciplinary firm that provides comprehensive services in environmental planning and design; urban planning and design; regional and social policy; landscape architecture, community outreach and participation; strategic planning; and communications. MIG's portfolio of award-winning projects has helped to create new models for rivers, parks, urban centers and communities. From regional watersheds and parks, to schools and neighborhood parks, MIG's approach builds on community context and ensures lasting results.

MIG has an immediate opening for an entry-level Environmental Planner in MIG's Davis, CA office. We are looking for innovative and creative individuals who want to take their careers to the next level. Candidates should think critically and creatively, communicate effectively, see their work as a catalyst for innovation and positive change, are flexible and team oriented, manage themselves, have passion and humor, possess intellectual curiosity and embrace technology as well as hands-on involvement. Personal organization, presentations and communication, writing, and interpersonal skills, and the ability to manage multiple priorities are essential competencies. The selected candidate will work in teams of planners and designers on a range of planning projects, including land and community development projects and natural resource management plans.

Specific requirements include:

- *Bachelor's degree in environmental planning, or in a related field.

- *Minimum of 2 - 3 years of progressively responsible experience in environmental planning--preferably with community-based plans.
- *Diverse interests and intellectual curiosity and an interest in producing a range of innovative and creative products to meet client needs.
- *Experience in natural resource planning and management and GIS preferred.
- *Experience working in an interdisciplinary environment and working directly with clients.
- *Able to research, organize and write reports and listen, facilitate and speak effectively in front of groups.
- *Excellent computer skills including Word, Excel, PowerPoint, Illustrator, Photoshop, and Quark.
- *Experience with environmental compliance, including CEQA/NEPA, and Clean Water Act compliance are a plus.

Salary is competitive and depends on experience. Benefits are competitive. Application deadline: open until filled. Web site: www.migcom.com. Email: resumes@migcom.com.

Watershed Project: Program/Administrative Assistant

The mission of the Watershed Project is to educate and inspire communities to protect their local watersheds. We produce well-respected programs in three focus areas: environmental education for teachers and the general public, community programs for grassroots creek protection groups, and development of an environmental learning facility centered on the restoration of several acres of bay front marsh and grassland near our office.

The Program and Administrative Assistant supports the work of two departments. The workshop department offers environmental education workshops for educators and the general public. The operations department oversees the administrative and other operations of the Watershed Project. The Program/Administrative Assistant will report to both the Education Director and the Operations Manager.

Duties in the operations department:

- Providing general office support including answering and directing phone calls, responding to inquiries, processing mail, coordinating communications materials such as brochures, t-shirts and banners, and other administrative duties as assigned
- Providing accounting support including processing accounts payable, assisting with funder invoicing, coordinating product inventory, preparing and making deposits, and tracking in-house program expenses
- Coordinating office supplies and equipment including office supply orders and storage, and providing equipment support to staff
- Overseeing office filing systems including creating and maintaining filing systems for vendors and contracts, supporting the cleaning out and updating of old files, and assisting in maintaining server filing system
- Keeping common areas orderly
- Assisting human resources activities including posting job descriptions and researching posting outlets
- Supervising administrative and workshop marketing interns.

Duties in the workshop department:

- Coordinating marketing and outreach for workshops including distribution of marketing materials via mail, email, and fax, contributing to the Publicity Task Force and Communications Advisory Committee meetings, and maintaining the marketing database
- Coordinating workshop registration including responding to queries, registering participants, managing the registration system and database, creating and mailing confirmation packages, coordinating academic credit with universities, and providing reports to workshop staff

Supporting workshop preparation and follow-up including organizing supplies, rosters, and other materials, coordinating refreshment purchases, and reorganizing and stowing materials after workshops

Duties in the development department:

Coordinating the routing of funder contracts and grant documents to workshop and operations staff

Informing staff of the status of funding proposals

Drafting thank you letters

Qualifications: The ideal candidate will demonstrate, through previous work experience, attention to detail, initiative, flexibility, clear communications and an ability to juggle multiple priorities successfully. We prefer a candidate with at least 1-2 years of professional administrative experience, preferably in a nonprofit setting. Familiarity with standard office software and experience with customer service and database use is required. Experience in communications or marketing is highly preferred. Knowledge of Quickbooks is a plus, as is an interest in environmental issues.

Work Environment: The PAA will join a collegial staff of 14, as well as numerous interns, contractors and volunteers. The Watershed Project is located in a beautiful natural setting on the Richmond Field Station, a satellite campus of UC Berkeley on the bay in Richmond. Our team is collaborative, creative, and enjoys a sense of humor.

Compensation: The Watershed Project offers competitive compensation, DOE, and an excellent benefits package which includes medical, dental, 12 paid holidays per year, two weeks flexible vacation and one week fixed vacation, 403(b) plan with employer matching, a professional development allowance, and domestic partner benefits. This position is 30 hours per week, so benefits are prorated, based on the full time equivalent.

You can learn more about the Watershed Project (formerly the Aquatic Outreach Institute) at www.thewatershedproject.org.

To Apply: The deadline is August 15, 2006 but resumes will be considered upon receipt. The Watershed Project seeks to reflect the diversity of the communities we serve. People of color are encouraged to apply. For immediate consideration, send, via e-mail, a cover letter and resume with PAA in the subject line or via snail mail to:

Watershed Project

Program/Administration Assistant Search Committee

1327 South 46th Street, 155 Richmond Field Station

Richmond, CA 94804

E-mail: wendys@thewatershedproject.org

URL: <http://www.thewatershedproject.org>

Literacy for Environmental Justice: Living Classroom Project Manager

Literacy for Environmental Justice (LEJ) is an environmental education and youth empowerment organization based in Bayview Hunters Point, San Francisco. Through six program areas we educate and employ youth to address southeast San Francisco's environmental health and justice concerns through community assessment, outreach, and advocacy. Employees work in a fast-paced, multi-ethnic, small office environment, handling multiple tasks simultaneously. LEJ will be constructing the Living Classroom at Heron's Head Park in late 2006 and early 2007. This 1,500 square foot facility will be an environmental and community center, addressing the themes of ecology, society, and well being in the community. Programs will be offered to schools, youth, and the general community. Additionally, the Living Classroom will be a showcase of green building technology for environmentally conscious consumers.

Job Title: Living Classroom Project Manager, 24 hours per week (.6 FTE)
Duration: Beginning 7/17/06 for 8 to 10 months
Reports To: LEJ Executive Director
Compensation: \$24,000 (8 months)
Hours of Employment: Monday – Friday to be determined

Responsibilities:

- Building Design and Construction Administration (2006/07): Coordinate and administrate The Living Classroom construction project throughout the building's design and construction phases. This will involve close collaboration with the design team, general contractor, project partners, and LEJ administrative and finance staff.
- Fundraising & Development: Use a variety of fundraising strategies (e.g. grantwriting, donor cultivation, events) as needed to augment staffing and construction funds during 2006/07. All fundraising efforts must be coordinated and approved by the LEJ Executive Director.

Anticipated Time Allocations:

85% Building Design and Construction Administration (2005/06)
15% Fundraising & Development

Qualifications:

- College degree in a related field
- 3 years experience in environmental or facilities project management and administration
- 2 years of experience managing budgets of \$200,000+
- Strong interest in, and familiarity with, green construction
- Demonstrated ability to work collaboratively with city, state, and community-based agencies
- Detail oriented with strong project organizing skills
- A readiness to work in a fast-paced, grassroots, and multi-ethnic environment
- Proficiency in MS Word, Excel, and PowerPoint
- Ability to lift 50 pounds
- Must have a vehicle.

To Apply: Send cover letter, resume, and three references to: Operations Manager, Literacy for Environmental Justice, 800 Innes Avenue #11, San Francisco, CA 94124 or info@lejyouth.org. No phone calls please.

Reconnecting America: Project Director Position

Reconnecting America is a national non-profit organization that promotes development oriented transit and transit-oriented development (TOD); our main program is the Center for TOD. CTOD is the only national non-profit effort dedicated to providing best practices, research and tools to support market-based transit-oriented development. Our work ranges from convening private sector leaders to helping remove barriers that inhibit development to partnering with local jurisdictions and identifying implementation strategies that deliver on the promises of TOD for communities. Reconnecting America's headquarters is in Oakland, California; we also have offices in Los Angeles, and Washington D.C.

Reconnecting America is looking for a motivated, self-guided individual with knowledge and interest in Transit Oriented Development, transportation and transit networks. The Project Director will work on a variety of projects that might include:

- Managing TOD-related projects for government agencies, developers and other organizations
- Researching and writing reports on transit oriented development projects, and related areas
- Touring transit corridors and advising transit agencies, cities, CDCs and for-profit developers
- Developing and providing presentations for national transit and development audiences on topics related to TOD.

A Masters degree in city planning, urban design, public policy, or other related field is required. 3 or more years of applicable work experience is required. The applicant should be familiar with Microsoft, Excel, Powerpoint, GIS and Access. An enthusiasm for and understanding of Transit Oriented Development principles and strategies, urban design experience, strong writing skills and ability to work in a self-directed fashion is required.

The position is full time and available starting as soon as possible. Salary is commensurate with experience. Includes health and dental insurance, generous vacation time, and a team-oriented work environment.

Please send a cover letter and resume to Laura Hernandez, info@reconnectingamerica.org. In the subject line write CTOD Project Director. For more information about us please visit our website: www.reconnectingamerica.org.

Reconnecting America: Communications/Research Associate

Reconnecting America is looking for a motivated, self-guided individual with knowledge and interest in Transit Oriented Development, transportation and transit networks. The Communications/Research Associate will work on a variety of projects that might include:

- Updating and maintaining website
- Researching and organizing monthly e-newsletter
- Researching and writing short case studies of successful transit oriented development projects, and related areas such as parking requirements, joint development policies, station area planning, and transit supportive zoning, as part of our effort to develop an electronic clearinghouse of best practices.
- Assist in developing presentations for national transit and development audiences on topics related to TOD, preparing supportive background information, assisting with communications and outreach strategies.
- Assistance with meeting organization and special events coordination.

A Bachelors degree in communications, journalism, city planning, public policy, or other related field is required. The applicant should be familiar with Microsoft, Excel, Powerpoint, and website manipulation. An enthusiasm for and understanding of Transit Oriented Development principles and strategies, strong writing skills and ability to work in a self-directed fashion is required.

The position is full time and available starting as soon as possible. Salary is commensurate with experience. Includes health and dental insurance, generous vacation time, and a team-oriented work environment.

Please send a cover letter and resume to Laura Hernandez, info@reconnectingamerica.org. In the subject line write CTOD Communications Position. For more information about us please visit our website: www.reconnectingamerica.org.

Contra Costa County Volunteer Creek Monitoring Program: Creek Monitoring Program Coordinator

(Full Time - \$50,000 to \$65,000 Annually)

The Contra Costa County Volunteer Creek Monitoring Program (Program) has two primary components: GPS (Global Positioning System) surveys of physical features of creeks and Bioassessment surveys using benthic macroinvertebrates (BMIs). The GPS surveys use GPS units to provide accurate, map-based information on attributes such as creek substrate, shade cover, bank composition, bank slope, vegetation, and invasive plants. The volunteer bioassessment program was initiated in 2005 and was intended to complement professional bioassessment efforts initiated in 2001 by the CCCWP. The Volunteer Creek Monitoring

Program provides equipment, training and supervision to volunteers to ensure that high quality data is collected using standardized protocols.

Full job description is available at:

<http://www.cocowaterweb.org/jobopportunities/creekcoordinatorjuly2006.pdf>

How to Apply: Applicants should send a cover letter, resume, and names and contact information of 3 references by 5:00 pm on Tuesday, July 25, 2006 to:

Abby Fateman

Contra Costa County Community Development Department

651 Pine Street, 4th Floor, North Wing, Martinez, CA 94553

(925) 335-1272

(925) 335-1299 (fax)

afate@cd.cccounty.us

Electronic submission is preferred.

California Trout: Development Associate

California Trout <http://www.caltrout.org>, a 35-year-old environmental organization based in San Francisco and dedicated to protecting and restoring wild trout and steelhead and their waters throughout California, seeks a motivated and talented Development Associate to assist in the organization's Major Gifts function and spearhead planning and execution of the organization's large and small fundraising events.

Position Summary: Under the supervision of the Development Director, the Development Associate will be responsible for accurately maintaining the Raiser's Edge database with major donor information, managing donor prospect research, and coordinating the tasks and duties associated with donor communication, recruitment and cultivation. The Development Associate will also be the staff member primarily responsible for managing California Trout's San Francisco Benefit: an established fundraising event with over 400 guests that features a live and silent auction. The Development Associate will manage smaller fundraising luncheons and cocktail parties as needed. S/He will work closely with the Development Director, Executive Director, Board of Governors and conservation and administrative staff in all areas of responsibility.

Primary Responsibilities:

- Work with Development Director, Executive Director, and Board Development Committee on Major Donor research, organization, communication, and tracking.
- Plan and manage California Trout's San Francisco Benefit including coordination of item solicitations, sponsorships, attendance, printed material, event promotion and execution, event logistics, and event follow-up.
- Organize small major donor and special guest functions including cocktail parties, dinners, and luncheons.
- Manage coordination with contracted support for event preparation and execution.
- Manage events budget in pursuit of annual financial goals.

Additional Qualifications:

- Bachelor's degree and 1-3+ years of related nonprofit and/or fundraising experience.
- Superior ability to manage and accurately organize information, schedules, and deadlines.
- Experience in coordinating fundraising events and working seamlessly with a variety of individuals from event sponsors to volunteers.
- Excellent verbal and written communication skills.
- Excellent research abilities, creative problem solving skills, and attention to detail.
- Demonstrated experience using MS Office Word, Excel, and PowerPoint required.
- Experience with Raiser's Edge fundraising software strongly preferred.

- Ability and willingness to travel occasionally and to work on evenings and weekends as needed.
- Familiarity and understanding of environmental conservation.

This is an excellent opportunity for a talented individual to contribute, learn, and grow as part of California Trout's Development Team. As such, you will be part of a fun, dynamic group of environmental professionals working in a fast-paced, but relaxed atmosphere.

Salary commensurate with experience; health benefits (medical, dental, and vision) included.

Please submit a cover letter and resume by postal mail or e-mail to:

David Finkel
Development Director
California Trout
870 Market St. Suite 528
San Francisco, CA 94102
E-mail: finkel@caltrout.org

State Alliance for Federal Reform of Chemicals Policy: Coalition Coordinator

The State Alliance for Federal Reform of Chemicals Policy (SAFER) is a strategic, tightly coordinated national campaign whose long-term vision is to establish a new precautionary federal chemicals policy by 2020. The core strategy of this state-based campaign is to launch and win a critical mass of comprehensive policy measures in key states to tip the balance for achieving reform at the national level.

SAFER is an exciting new campaign that is a response to one of the most pressing public health and environmental challenges facing the U.S. and the globe- the growing rates of cancer, developmental disorders, asthma, and other health effects caused in part by toxic pollution entering our lives.

SAFER is currently governed by a steering committee of eight organizations representing health-based coalitions in states committed to the long-term vision of SAFER. Current steering committee member organizations are:

- . Environmental Health Strategy Center (Maine)
- . Citizens Environmental Coalition (New York)
- . Clean Water Fund Massachusetts
- . Clean Water Fund Connecticut
- . Washington Toxics Coalition (Washington)
- . Institute for Agriculture and Trade Policy (Minnesota)
- . Ecology Center (Michigan)
- . Just Transition Alliance and Commonweal (California)

SAFER is in the process of developing a long-term strategic plan, and is developing working groups to move critical strategic pieces of our joint work forward, including policy development, strategic communications, alliance building, and others.

SAFER seeks a highly motivated and experienced individual to work with a strong leadership team to move our coalition campaign forward.

Primary Responsibilities

I. Coalition Management and Coordination

- . Coordinate coalition strategic planning
- . Facilitate communication between steering committee members, including organizing regular conference calls and annual in-person meetings
- . Monitor progress of campaign objectives

- . Support the operations of working groups, working closely with leaders to develop and implement plans
 - . Manage consultants with the support of steering committee members
 - . Serve as liaison between working groups
 - . Serve as liaison between SAFER and other organizations and collaborations, including Coming Clean and Health Care Without Harm
 - . Coordinate with organizations working in other states on chemicals policy reform efforts
- II. Fundraising and Financial Management
- . Work with steering committee members to raise funds, including writing proposals and final reports
 - . Manage coalition finances, including tracking income and expenses and reporting financial status to steering committee on a regular basis, and submitting financial reports to funders as needed
- III. Coalition Campaign Activities
- . Serve as lead on coalition campaign working groups and campaigns to be determined

Desired Qualifications: The candidate must be deeply passionate about protecting public health and the environment and be persistent in the face of great challenges. We are looking for someone committed to working with a diverse set of groups and individuals spread across the nation as part of a core strategy for building the long-term movement to win dramatic policy changes. We are looking for a candidate who knows how to run complex campaigns. Candidates should have at least 5 years of relevant experience, including work in policy and political settings, coalition management, and fundraising.

Location: While we would prefer the position to be housed with one of the SAFER steering committee members, the location is flexible throughout the United States.

Compensation: Competitive non-profit rate, including benefits.

Application Process: Send resume, cover letter, three references, and a brief one-page summary of your list of campaign and coalition building accomplishments to:

SAFER Search Committee
Washington Toxics Coalition
4649 Sunnyside Avenue N, Suite 540
Seattle, WA 98103
The position is open until filled.

Greenbelt Alliance: East Bay Field Representative

Greenbelt Alliance, the Bay Area's land conservation and urban planning non-profit organization, is seeking an organized, energetic, self-motivated, personable individual as the East Bay Field Representative. We offer a supportive and enriching work environment, competitive salary, good benefits, and a unique opportunity to protect the Bay Area's beautiful landscape and build more people-friendly communities. See www.greenbelt.org for more about our activities.

JOB DESCRIPTION

The East Bay Field Representative will lead advocacy efforts to stop sprawl and encourage smart growth in Contra Costa and Alameda counties. To accomplish these goals, the East Bay Field Representative will manage Greenbelt Alliance's Walnut Creek office as the local center for land use advocacy. The East Bay Field Representative will provide leadership on our critical efforts to protect farmland and open space,

encourage affordable infill development, and invest in effective transportation solutions in Alameda and Contra Costa Counties.

The East Bay Field Representative will report to the Field Director and work closely with the entire Greenbelt Alliance team, including central staff in San Francisco, field representatives throughout the Bay Area, and volunteers in Contra Costa and Alameda counties.

The ideal candidate will have proven experience in grassroots organizing, political campaigns, volunteer coordination, and land use policy.

KEY RESPONSIBILITIES

Organizing and Outreach: Recruit and coordinate activists for specific campaigns and to build long term political effectiveness in local communities. Reach out to community organizations and the general public to increase awareness about Greenbelt Alliance issues.

Advocacy: Lead local campaign efforts to secure permanent protection of open space, promote smart growth, and enhance the quality of life in Alameda and Contra Costa counties.

Responsibilities include helping to identify campaign priorities, campaign planning, coalition building and direct lobbying.

Persuasive Communication: Build relationships with local press, serve as key spokesperson on local land use issues, develop media campaigns with Greenbelt Alliance's Communications Director, write opinion pieces, organize media events and make public presentations.

Policy Analysis: Analyze public policy alternatives that will impact open space conservation and urban planning in Alameda and Contra Costa counties and, in collaboration with others at Greenbelt Alliance and allies, develop Greenbelt Alliance's policy positions.

Management: Manage the East Bay Field Office; including supervision of volunteers and interns.

QUALIFICATIONS

The East Bay Field Representative will be enthusiastic and self-motivated with some combination of the following skills:

- Grassroots organizing
- Volunteer recruitment and management
- Campaign planning
- Building coalitions among diverse stakeholder groups
- Public speaking before citizen organizations and elected bodies
- Interacting with the media and serving as a spokesperson
- Writing persuasively on tight deadlines
- Analyzing, developing and/or implementing public policy (experience on land use, land conservation, urban planning and/or community development policy preferred)

Bachelor's degree in Planning, Environmental Studies, Urban Studies, Political Science or another appropriate field required. Two years of grassroots organizing, public policy, urban planning and/or community development work experience preferred. Car and flexible schedule also required. Most importantly, the East Bay Field Representative will be committed to protecting the Bay Area's greenbelt and quality of life for this and future generations.

SALARY AND BENEFITS

Greenbelt Alliance is committed to a rewarding work environment. We offer a starting salary of \$34,000 to \$38,000 depending on experience; a good medical, dental, and vacation benefits package; and opportunities for skills development and professional growth. Greenbelt Alliance values a diverse workplace and is an equal opportunity employer.

How to Apply:

Send a resume, cover letter and short writing sample to info@greenbelt.org. Applications will be accepted until Friday, July 28, 2006.

Island Conservation: Development Coordinator

Island Conservation (IC) is a science-driven, non-profit organization dedicated to preventing extinctions and protecting island ecosystems. IC is headquartered at the Center for Ocean Health at the University of California, Santa Cruz's Long Marine Laboratories with offices in Mexico

and Canada. Learn more about us at www.islandconservation.org. We are an award-winning and rapidly growing conservation organization with 10 hard-working staff members located in the Santa Cruz office.

Position Overview

We are seeking a talented individual to fill a part-time Development Coordinator position with IC in Santa Cruz. This person in this position will assist in planning special donor events and site visits, and will assist in managing IC's major donor program. The Development Coordinator will provide administrative and logistical support to the development team and serve as a key participant in achieving the organization's development objectives.

Duties/Responsibilities

Logistical Support:

Provides support in coordinating special events and receptions. Assists staff in providing logistical support including assisting in making travel, lodging, and other arrangements for personnel and donors as needed.

- Provide planning and logistical support for donor stewardship and cultivation events, as well as fundraising events
- Assist in planning travel for the Executive Director

Supporting the Development Team:

Provide administrative and clerical support to the Executive Director and Development staff as needed.

- Assist in managing the Executive Director's schedule and calendar
- Assist in coordinating and managing Board committee meetings.
- Assist in organizing the cultivation and solicitation efforts of the Executive Director and members of the Board Development Committee;
- Assist in managing IC's collection of photos and slideshows.
- Assist in maintaining database of information about funders, including deadlines, areas of interest, requests for funding, funding, contact people and any contact.
- Input and maintain major donor and prospect records in the fundraising database; create reports, lists and spreadsheets as requested.
- Maintain accurate and timely records of interaction with donors using our Salesforce donor database
- Assist in maintain files of grants — funded and not funded.
- Prepare solicitation materials, including acknowledgment letters
- Produce miscellaneous correspondence, assist with special projects as needed.
- Assist with special projects as needed.

Compensation: The salary range for this position will be determined based upon the experience of the candidate hired. Health, dental, and life insurance and IRA may be provided, depending on the number of hours worked.

The non-monetary compensation includes a unique opportunity to be part of an innovative, meaningful, fun, and rapidly growing conservation organization that is changing the world through the protection and restoration of island species populations. We feature an office co-located with the Long Marine Laboratory in Santa Cruz on the bluffs overlooking Monterey Bay. Our work environment promotes laughter and personal growth. We often have bagels. Most importantly, you will be part of one of the most passionate, motivated, and effective teams in the NGO sector.

Required Knowledge, Skills and Abilities:

- Excellent organizational, multi-tasking, and prioritization skills and attention to detail
- Excellent written and oral communication skills
- Excellent PC computer skills with Windows XP Professional and Microsoft Office Suite (Word, Excel, Powerpoint, Outlook, etc.)

- Experience with Salesforce.com applications preferred
- Experience with Internet research
- Willingness to work as part of the Development and Communication teams
- Previous experience in Development office preferred.
- Experience in philanthropy and/or the nonprofit sector preferred.
- Strong work ethic and passion for the mission of the organization.
- Understanding of conservation and ecological principles a plus.

How to Apply:

Email cover letter and CV or resume in Microsoft Word format to amy.carter@islandconservation.org

Asian Pacific Environmental Network: Community Organizer

The Asian Pacific Environmental Network (APEN) was founded in 1993 to bring together a collective voice among the diverse Asian and Pacific Islander communities to develop an alternative agenda for environmental, social and economic justice. We believe that all people have a right to a clean and healthy environment in which to live, work and play. In pursuit of this vision, APEN revolves around 4 strategies: building grassroots power, strengthening organizing capacity in API communities, forging strategic alliances, and advancing proactive agendas & policies towards systemic change.

APEN seeks to hire a Community Organizer who can develop and support a membership and leadership base of community residents. The organizer supports members to get involved in the organization, deepens their skills and abilities, and assists them to take collective action to make positive improvements in our community. The organizer is also responsible for getting new people involved. The organizer plays a crucial role to make important information & processes accessible to monolingual members through interpretation & translation.

This position is full-time, based out of Oakland, CA. The Lead Organizer will be the direct supervisor of this position.

SPECIFIC RESPONSIBILITIES

1. Develop and expand the membership base by recruiting new people into the organization;
2. Plan and coordinate activities that engage members and leaders in organization's work;
3. Develop the leadership and political consciousness of members and leaders;
4. Contribute to the development & implementation of campaigns;
5. Build relationships with other organizations in campaign & general contexts;
6. Contribute to building the strength of the overall organization, including participating in overall strategic and yearly planning, grassroots & foundation fundraising, etc.

REQUIRED QUALIFICATIONS

1. Commitment to the mission and principles of APEN and to social justice;
2. Fluent in the Mandarin dialect (confident with interpretation & translation) and proficient the Cantonese dialect;
3. Strong motivation and adaptability, including ability to work under pressure and with deadlines;
4. Willing to work some evenings and weekends;
5. Must have a car, insurance, and valid driver's license;

DESIRED QUALIFICATIONS

1. Experience in community organizing;
2. Experience working in Asian immigrant communities;
3. Demonstrated effective written and oral communication skills;
4. Computer and software skills, including: MS Excel, MS Word, MS Access, Chinese language software;

Salary Range: \$30-34K annually, based on experience. Full benefits package includes health, dental, paid vacations and sick leave.

Applications: Please submit resume with cover letter by mail, fax, email to:
APEN c/o Timmy Lu (Community Organizer)
310 8th Street Suite 309, Oakland, CA 94607
Phone: (510) 834-8920 / Fax: (510) 834-8926
apen@apen4ej.org <http://www.apen4ej.org>

Application Deadline: Open until filled. Start Date: Immediately. APEN is an equal opportunity employer. Women, people of color, gay, lesbian, and transgendered persons are encouraged to apply.

San Francisco Public Utilities Commission: Planner III –Environmental Review

Read the entire job description, including instructions on how to apply, here:
http://sfgov.org/site/jobs_page.asp?id=41983.

Sierra Club: Program Manager, Non-Profit Development Operations

Sierra Club, the nation's premier nonprofit environmental membership-based organization, seeks an energetic, goal-and results-oriented individual interested in applying their experience in coordinating important membership acquisition and donor development programs.

With a strong commitment to the Sierra Club's mission, you'll:

- implement email, website and direct mail membership recruitment/acquisition efforts
- execute email, website and direct mail donor development (special appeals) efforts
- support various other membership and fundraising efforts, including telefundraising
- perform analysis of income and expenses and evaluate program/project effectiveness
- ensure budgets are managed effectively and fundraising and membership goals/objectives are achieved
- manage staff performing key administrative and donor stewardship functions
- work with conservation and fundraising staff, vendors, and consultants

Additional Qualifications:

- 1+ years supervisory experience
- 2+ years experience as a bottom-line manager of significant direct marketing programs
- proven ability to implement a strategic fundraising plan
- excellent written and oral communication skills, including ability to write/edit marketing copy
- strong operational, organizational, problem-solving and analytical skills
- ability to effectively work with a diverse group of members, volunteers, and staff
- ability to work effectively under pressure to accomplish several projects at once and meet tight deadlines

How to Apply:

Send cover letter and resume (as a Word or .pdf attachment) to resumes@sierraclub.org and specify that you are applying for the Development Program Manager position in the subject line.
or

Send cover letter and resume to:
Sierra Club/HRD
85 Second St.,
San Francisco, CA 94105.

Submissions without a cover letter will not be considered. EOE. Explore, enjoy, and protect the planet. More information at: www.sierraclub.org/jobs

The Wilderness Society: Regional Development Director

The Wilderness Society, a national nonprofit membership organization devoted to preserving wilderness and wildlife, seeks a creative and skilled major gifts officer to join its development team. The position is fast-paced and challenging and offers a wealth of opportunity to the right individual, to exercise leadership, experience and creativity.

TWS' major gifts program is complex and comprehensive. The major gifts department of The Wilderness Society contributes anywhere from 15-25% of annual revenue (\$2,500,000 to \$4,000,000) through unrestricted and restricted gifts ranging in amounts from \$1,000 to more than \$1 million. Nationwide, nearly 1,000 donors are considered Advocates for Wilderness within this category of giving.

Over the past six years, the major gifts program has grown to include seven Regional Development Directors, in Seattle, San Francisco, Denver, Atlanta, Boston and two in Washington, DC, one covering the Atlantic Region and one covering the Midwest. Support staff includes a Campaign Coordinator, Major Gifts Coordinator, two prospect research staff, two support staff in the Washington, DC, office and two Development Associates, one in San Francisco and one in Seattle. Additionally, the Development Department includes operations, foundations and planned giving.

The California/Nevada Regional Development Director will lead the major gifts fundraising for this region and will have particular responsibility for developing a cohesive and comprehensive major gifts program within California and Nevada. Fundraising responsibilities will also include The Wilderness Society's launch of a new Major Gifts Campaign and an anticipated increase in the number of Advocates – major gifts donors – in all regions.

See complete job description at www.wilderness.org.

The ideal candidate has a Bachelor's degree; at least 6 years experience in closing 6 and 7-figure major gifts; excellent written & verbal communications. Knowledge of regional philanthropic community, recent campaign experience is desirable.

How to Apply: Submit cover letter, resume, writing sample to: Kelly White, Director of Human Resources, The Wilderness Society, 1615 M St. NW Washington, DC, 20036; fax #202-454-2546 email kelly_white@twc.org

Farmworker Health Services, Inc.: Project Manager

Farmworker Health Services, Inc. (FHSI) seeks a Project Manager (PM) to join our staff. FHSI is a national non-profit health care organization working with local communities to improve the quality of life of farmworker families. Since 1970, FHSI has been the leading organization for the promotion, delivery, and enhancement of health outreach and prevention strategies for farmworkers and their families. FHSI provides a wide range of programs and services that enable health delivery organizations to understand and address farmworker health issues more effectively.

FHSI Mission: FHSI is committed to improving the quality of life of our nation's farmworkers in collaboration with local communities and their existing health delivery systems, and most importantly, in partnership with the farmworkers we serve.

Project Manager's Primary Responsibilities:

FHSI's Project Managers are responsible for providing technical assistance, which includes on- and off-site program assessments, training and other program consultation, that focuses on

expanding and improving farmworker health outreach programs at community health centers nationwide. In addition, the PM will conduct research and some grant writing, develop publications, present at conferences, and work closely with staff on other projects.

The PM position will be based in FHSI's satellite office in California's East Bay area with monthly travel in the U.S. Compensation: mid- to high-40's, with an extremely competitive benefits package that includes full medical benefits, dental benefits, 403(b) retirement plan, and up to three weeks paid vacation in first year.

Additional Qualifications:

Candidates must have: minimum of two years experience in project management, health care, or program evaluation; minimum Bachelor's Degree. Candidates must be bilingual (English/Spanish) and have demonstrated ability to work independently. Preferred: MPH, BSN, MSN, MSW or related Master's degree (or BS/BA in similar fields plus at least 3 years of related professional experience). Direct service experience (Peace Corps, overseas relief work, health center, outreach, nursing, health education, etc.) strongly preferred. Ideal candidate will be experienced in health care, project management, program evaluation, and the provision of program support/assistance. Training and research experience preferred. Experience and/or interest in data collection/analysis a plus. Experience with farmworkers a plus.

Other Desired Skills and Behavioral Qualifications:

Ability to interact with colleagues in a team setting, capacity to organize and meet deadlines, good interpersonal skills, strong writing skills. Ability to speak publicly, conduct training, and facilitate group activities. Demonstrated commitment to community development, service to underserved populations, and interest in health promotion desired.

How to Apply:

Please send a cover letter and resume to "Project Manager Recruitment" via e-mail to mail@farmworkerhealth.org, or fax to (202) 347-6385. Applications must be received by 11pm EST on July 21, 2006 to be considered for the position. Applicants must be available for a local, in-person interview during the first week of August 2006. No phone calls please; e-mail questions if necessary to mail@farmworkerhealth.org. FHSI is an Equal Opportunity Employer. Minorities are encouraged to apply.

Rainforest Action Network: Program Director

Rainforest Action Network (RAN) runs hard-hitting campaigns to protect the world's forests and other endangered ecosystems, as well as their traditional inhabitants, from extractive industries and the effects of climate change. Our campaigns focus on high-impact market sectors including the logging, private financial, agribusiness and automotive industries. RAN seeks to galvanize the public's existing belief that irresponsible resource extraction in endangered ecosystems is unnecessary, that climate change is a threat to global ecosystems and the global economy, and that a mature, modern society must build towards a more just and sustainable future.

RAN is hiring a Program Director to oversee two of our four campaigns: the Old Growth campaign and the new Rainforest Agribusiness campaign. RAN's Old Growth campaign includes a staff of four and works to eliminate wood and paper products from the US marketplace through hard hitting corporate campaigns, and to implement corporate policies on old growth forest products. The campaign is RAN's longest running campaign, and has racked up an impressive array of victories, including Home Depot, Lowe's, Kinko's and Boise Cascade. The Old Growth campaign is currently targeting Weyerhaeuser, the largest logger of old-growth forests in North America.

In order to address tropical deforestation from industrial agriculture, RAN will be engaging in a new Rainforest Agribusiness campaign focusing primarily on the destructive impacts of soy and palm oil plantations. Not yet staffed, the Rainforest Agribusiness campaign will focus on US

corporations' role in converting rainforests in Brazil and Southeast Asia into soy farms and palm oil plantations.

The Program Director will have superior written and verbal communication skills, including those related to corporate negotiations, research, writing, and networking. The position requires leadership, strategic insight, professional initiative, budgeting, prioritization, time management skills, and excellent management skills.

Expertise and experience in working with indigenous and affected communities and on issues of biodiversity and climate justice is strongly preferred. Knowledge of issues including nonviolent direct action, grassroots organizing, corporate social responsibility, climate change, biodiversity, and human rights are a plus. Must be able to travel frequently.

Specific duties include:

- Supervise the Old Growth and Rainforest Agribusiness Campaign Directors;
- Support those managers in overseeing a dynamic and talented team of campaigners and organizers;
- Oversee annual planning for the campaign staff;
- Oversee project plans and ensure campaign activities are well coordinated with other departments at RAN;
- Serve on RAN's senior management team;
- Support the Executive Director and team staff on direct communications and negotiations with corporate targets verbally and in writing;
- Work with Development team to cultivate foundation and donor support on Old Growth and Rainforest Agribusiness Campaigns and for RAN generally;
- In conjunction with Organizing and Development Directors, support campaign staff in regular strategic communications with RAN members, funders and activists;
- Help RAN grow its network of climate change, human rights, peace and justice, and forest activists and groups;
- Participate in regional and national organizing and campaign training sessions;
- Maintain relationships with close coalition partners and allies through organizing, outreach and corporate negotiations;
- Help campaign staff prepare campaign materials, including website, fact sheets, action alerts, etc;
- Represent RAN at environmental and other social and human rights conferences and provide motivation and tools to grassroots constituencies;
- Act as a public and media spokesperson for RAN;
- Participate in RAN's organizational planning, anti-oppression and diversity initiatives, and training sessions. Share office responsibilities to maintain a healthy and safe work place;
- Report to Executive Director regularly on accomplishments and plans of action for the Old Growth and for the Rainforest Agribusiness Campaign;
- Report similarly to the Board of Directors on a quarterly basis;
- Organize annual performance reviews for the Old Growth and Rainforest Agribusiness Campaign Directors;
- Participate in weekly staff meetings, campaigns team meetings, and meetings for each campaign.

RAN values diversity, educates staff on issues including privilege and oppression, and integrates these values into all of our work. We are seeking candidates who have a commitment to engage in this process and work with us to create a just, inclusive, and sustainable work environment and world. RAN provides all people with equal employment and volunteer opportunities.

Please send resume and letter of interest to: HR, Rainforest Action Network, 221 Pine St., Suite 500, SF, CA 94104, fax 415.398.2732, or e-mail: resumes@ran.org. No phone calls, please. Position location: San Francisco. Position Open Until: August 6th, 2006

Mandela Foods Co-op: Events Coordinator

New cooperative now looking for member/owners to help open and operate a grocery store in West Oakland, near West Oakland BART station. People interested in becoming involved contact Ali Ar Rasheed at 510-681-5474 or aardc@tdl.com

Position Description:

Oversee and direct individual event projects & people, and coordinate meetings with the Events team and the UAS Core Team (1-2/month). Part-time volunteer position (4-12 hrs/wk) which may evolve into a paid-position as UAS meets its fundraising goals.

Must be self-motivated, a well organized team-player, have strong networking & people skills, event production experience very helpful, & be a strong believer in the Sustainability movement and excited about creating SOLUTIONS to the daily challenges we face.

Position may include some of the duties listed below, though the best person for this position will be able to assemble an effective team of volunteers & collaborators.

DUTIES: Team-Building, Event Production & PR, Food Coordination, Location/Partner Scouting, Event Tabling

For more info and to apply, send a brief description about yourself and your experience to gustavo@sfuas.org . You may attach a resume in email body, PDF or MS-Word.

Coral Reef Alliance: Administrative Associate

The Coral Reef Alliance is seeking a motivated, energetic individual who can handle multiple tasks and responsibilities in a variety of administrative areas.

* Membership (approximately 30%): database and list management, donation processing, member relations, donor mailings, merchandise orders and fulfillment, and other duties as assigned by the Membership Manager.

* Bookkeeping: (approximately 30%): basic bookkeeping, including payroll, accounts payables, and cash receipts. Supervised by the Finance Director, these duties will be basic daily bookkeeping, but nonetheless require a strong attention to detail.

* Executive: (approximately 40%): general office management including reception, supplies, shipping, copying, scheduling, and admin support to the Executive Director.

Qualifications:

* Ability to manage multiple tasks and coordinate with other staff is essential.

* Strong attention to detail

* Excellent English written and verbal communication skills

* Ability to meet deadlines

* Customer service experience with a membership program

* Good organizational and problem-solving skills

* Strong interpersonal skills and ability to work collaboratively

* Flexible, sense of humor

* Proficiency with database management (FilemakerPro preferable)

* 2-3 years experience in bookkeeping and intermediate skill in Quickbooks or similar accounting software

* Proficiency in basic office software, such as Microsoft Office, and familiarity with both Mac and PC environments.

* Bachelor's degree or equivalent

* 3-5 years experience in general office management

* HTML experience a plus (not required)

Physical Demands Occasionally required to lift large boxes of calendars and merchandise, for a maximum weight of 40 lbs.

How to Apply: Please send resume AND cover letter to ljob7@coral.org. Please do not call and do not send fax. Phone calls will not be returned.

American Lung Association of California: Smoke-Free Housing Project Coordinator

Location: San Jose/Santa Clara

Salary: Up to \$ 25,920 per annum + benefits (at .60 to .80 FTE equivalent) - Salary commensurate with experience.

FTE: .60 - .80 FTE (24 - 32 hrs./week)

Reports to: Policy Director

The American Lung Association is seeking a unique individual committed to engaging Santa Clara County residential property owners and managers in adopting and implementing voluntary smoke-free policies in their multi-family buildings.

Job Responsibilities:

Under the direction of the Policy Advocacy Director, the Smoke-Free Housing Project Coordinator will:

- Coordinate overall planning, development and implementation of project objectives and meet all grant deliverable timelines and reporting requirements.
- Responsible for day to day project and budget management.
- Outreach and collaboration with property managers/owners and housing organizations to solicit input and support.
- Identify, recruit and coordinate smoke-free advocates in the housing community.
- Assist in research, development and dissemination of educational materials.
- Provide community education presentations/workshops and trainings.
- Responsible for compiling evaluation surveys and preparing timely grant reports .
- Respond to community requests for policy advocacy support.
- Participate in ALA meetings, volunteer recruitment and resource development activities

Required Qualifications

- BA/BS and some experience in health, public policy, or related field advocacy
- Ability to work some evenings and weekends
- Demonstrated effective written and oral communication skills
- Demonstrated experience in interacting professionally with diverse individuals and organizations
- Strong motivation and adaptability, including ability to work under pressure and with little supervision;
- Demonstrated ability to work as a team member;
- Experience with personal computers, including Windows-based word processing, spreadsheet, and database applications; and with electronic communications, including internet applications;
- Must exhibit an understanding of public health principles
- Drivers license (access to a car needed) and ability to travel

Desired Qualifications

- Experience in working in the housing community
- Experience in working in tobacco control programs
- Experience working with Santa Clara County public and private industry

How to Apply:

To apply: Mail, fax or email cover letter describing your qualifications for the position, resume, writing sample, and the names of three references to:

Serena Chen, Policy Director

American Lung Association of California

1900 Powell Street, Suite 800, Emeryville, CA 94608

Fax: (510) 893-9008 email: schen@alaebay.org

Deadline to apply: July 26, 2006 @ 5pm

Sustainable Agriculture Education (SAGE): Administrative Assistant

Sustainable Agriculture Education (SAGE) is a small non-profit organization in North Berkeley whose mission is to engage regional diverse populations with the sustainable agriculture movement and to develop urban edge agriculture as a vital urban-rural interface.

SAGE seeks an energetic, experienced individual to provide administrative and project support on a part-time basis (40-50% FTE) for its Executive Director. This position will be involved in many facets of the organization, including bookkeeping, grantwriting, editing publications, website maintenance and design, database maintenance, project management, event planning, and general office organization and administration.

Qualifications:

- Bachelor's degree
- Excellent writing, research and editing skills
- Excellent computer skills, including expertise in: Microsoft Word, Excel, Access, Outlook, Powerpoint, Quickbooks Pro, Dreamweaver, InDesign, Photoshop
- Experience in and passion for sustainable agriculture
- Strong experience in administration
- Skill in troubleshooting computer problems
- Strong communication, organizational, and multi-tasking skills
- Ability to work well on a team
- Flexible schedule

How to Apply:

Send cover letter, resume, and three references to:

Email: sarah@sagecenter.org (preferred)

Fax: (510) 524-7153

Mailing address: 1417 Josephine St. Berkeley, CA 94703

Applications due August 1, 2006

Interviews will begin July 20, so apply early

Start Date: Between August 7-14.

San Francisco Bicycle Coalition: Membership & Volunteer Organizer

The San Francisco Bicycle Coalition (SFBC) works to promote bicycling for everyday transportation. Our 5,800+member grassroots organization is considered one of the most active and effective advocacy groups in the city. The SFBC's work during the past decade has helped to double the number of people biking in San Francisco. We are now striving to increase the percentage of trips made by bike in the city to 10% by 2010. The SFBC's top strategies include: building a Citywide Bike Network, where people of any age, background, or skill level will feel safe and comfortable riding; educating motorists and bicyclists about the importance of sharing the road responsibly; increasing secure bike parking and access to transit; and promoting bicycling as a fun, healthy, and mainstream form of transportation.

We are looking for a highly motivated, talented individual to manage the Coalition's membership and volunteer programs, including the following: member recruitment and retainment, membership services, volunteer recruitment and management, and member communications.

Read the full job description here: <http://www.sfbike.org/?jobs>.

People of color and women are strongly encouraged to apply. Please submit your resume and a letter of interest to Jodie Mederios, SFBC Development & Membership Director, either via email

to membership@sfbike.org with the subject line: Membership & Volunteer Organizer search, or via mail to 995 Market St., Ste. 1550, SF, CA 94103.

San Francisco Department of the Environment: Environmental Specialist – Outreach (Toxics)

Salary: \$62,8682 - \$76,440 Annual

Issued: 7/12/06 Appointment Type: Provisional Filing Deadline: 8/10/06

The mission of the City and County of San Francisco Department of the Environment (SF Environment) is to improve, enhance, and preserve the environment, and to promote San Francisco's long-term environmental well-being. SF Environment includes Recycling, Toxics Reduction, Environmental Justice, Clean Air, Energy, Green Building and Public Information Programs.

Position Description: Under general supervision, position is responsible for coordinating and implementing federal, state, and local environmental laws and regulations; developing and implementing environmentally related programs; and making recommendations for program enhancement. This is the journey level in the series. Positions in class 5640 Environmental Specialist are distinguished from class 5642 Senior Environmental Specialist in that the latter perform duties of a more difficult and complex nature.

Examples Of Important And Essential Duties:

- o Coordinate and implement programs to increase residential, commercial, and government sector participation in toxics reduction programs
- o Coordinates and implements social marketing campaigns, including preparing and disseminating toxics-related data, environmental data, information and materials to the public, media, businesses and city agencies.
- o Write press releases and maintains active relations with the news media to promote environmental programs.
- o Research issues related to campaigns, prepare written reports and disseminate environmental information
- o Coordinate and implement programs to increase commercial and residential sector participation in recycling, energy, clean air, green building, urban forest, and environmental justice programs
- o Assist in research, writing, planning, and implementing promotional and other projects for Program Manager.
- o Assist in fundraising and applying for grants

Knowledge, Skills and Abilities:

Knowledge of: Toxics and Environmental Issues; Public Outreach, Social Marketing and Public Relations campaign specifics.

Ability to: Attract and train volunteers; implement social marketing campaigns in a diverse environment; good interpersonal skills in order to work in a small department team environment and to work with other city and outside agencies; prioritize work in order to achieve department's goals and ability to work with interruptions; use a personal computer; utilize word processing programs, spreadsheet, and communication software; communicate effectively both orally and in written format; negotiate and resolve conflicts.

Read the full job description, including instructions on how to apply, here:
<http://www.sfenvironment.com/aboutus/employment/>.

San Francisco Department of the Environment: Environmental Specialist – Outreach (Recycling)

Salary: \$62,8682 - \$76,440 Annual

Issued: 7/12/06 Appointment Type: Provisional Filing Deadline: 8/10/06

The mission of the City and County of San Francisco Department of the Environment (SF Environment) is to improve, enhance, and preserve the environment, and to promote San Francisco's long-term environmental well-being. SF Environment includes Recycling, Toxics Reduction, Environmental Justice, Clean Air, Energy, Green Building and Public Information Programs.

Position Description: Under general supervision, position is responsible for coordinating and implementing federal, state, and local environmental laws and regulations; developing and implementing environmentally related programs; and making recommendations for program enhancement. This is the journey level in the series. Positions in class 5640 Environmental Specialist are distinguished from class 5642 Senior Environmental Specialist in that the latter perform duties of a more difficult and complex nature.

Examples Of Important And Essential Duties:

- o Coordinate and implement programs to increase residential, government, business and commercial sector participation in recycling programs
- o Coordinates and implement environmental grassroots and social marketing outreach projects
- o Supervises and train volunteers and interns to actively participate in outreach campaigns on recycling and environmental issues
- o Research issues related to campaigns, prepare written reports and disseminate environmental information.
- o Make presentations and participate in outreach efforts to increase recycling participation across all sectors, and promote other department activities.
- o Assist in research, writing, planning, and implementing promotional and other projects for Program Manager.
- o Assist in fundraising and applying for grants

Knowledge, Skills and Abilities:

Knowledge of: Recycling and Environmental Issues; Public Outreach, Social Marketing and Public Relations campaign specifics.

Ability to: Attract and train volunteers; implement social marketing campaigns in a diverse environment; good interpersonal skills in order to work in a small department team environment and to work with other city and outside agencies; prioritize work in order to achieve department's goals and ability to work with interruptions; use a personal computer; utilize word processing programs, spreadsheet, and communication software; communicate effectively both orally and in written format; negotiate and resolve conflicts.

Read the full job description, including instructions on how to apply, here:
<http://www.sfenvironment.com/aboutus/employment/>.

San Francisco Department of the Environment: Director Assistant

Filing Deadline: 7/24/2006 Date Issued: 7/12/2006

Salary: \$61,958 - \$75,296 Annual Appointment Type: Provisional

Position Description: Under direction, the Senior Management Assistant performs difficult and complex professional level administrative and/or management duties in a variety of functional areas, such as: office/operations management; budget development, administration and fiscal reporting; development and administration of contractual agreements, leases and grants; evaluation and development of management policies and procedures; management of department specific programs and functions. Performs related duties as assigned.

Examples Of Important And Essential Duties:

- o Establishes and prioritizes the Director's meetings and activities, including media and press events.
- o Performs complex professional-level duties in special office/operations management and in the management of special projects.
- o Manages the resources and staffing requirements of special departmental programs or projects.
- o Plans and prioritizes workloads and delegates specific clerical and technical tasks to special project teams.
- o Supervises the work of project team and volunteers, and provide training as needed.
- o Coordinates work and planning functions with other city departments (Mayor's Office, Protocol, Administrative Services), agencies (United Nations, NGOs, non profit organizations), foreign dignitaries (consulates, international mayors), legislative bodies (Senate, Congress, State offices), contractors (events planners, caterers), funding sponsors (corporate and foundations).
- o Develops procedures and work practices for special department projects.
- o Actively fundraises for department or City-officiated events and solicits corporate and foundation sponsorship.
- o Coordinates oversight of sponsorship/grant monies received and/or disbursed, including sponsorship fulfillment for special fundraising projects.
- o Recruits speakers for department-sponsored Brown Bag lunch series and special public meetings/events, writes press releases and hosts events.
- o Coordinates the department's facilities and space planning requirements.
- o Recruits and supervises department interns and volunteers.

Knowledge, Skills and Abilities:

Knowledge of: principles, procedures, protocols, legal standards and regulations utilized in a variety of management and administrative functions such as: management and/or supervision of an office, program, operation, section or facility; budget planning and development; financial/fiscal monitoring and reporting activities; evaluation and development of management policies and procedures; evaluation of existing and proposed legislation, legal standards & regulatory mandates; development and administration of contractual agreements; grant oversight and monitoring.

Ability to: interpret and apply established management and supervisory principles, policies and procedures; plan, assign, train, direct and monitor the work of assigned staff; evaluate performance and counsel employees; effectively utilize existing staff and resources; direct, monitor and evaluate the functions, staffing and resources of a program, office or section, including projection of staffing and material needs; develop and/or make recommendations for operational methods, policies and procedures, including implementation of changes and evaluation of impact; prioritize and organize multiple assignments and projects for self and others; exercise sound judgment and appropriately refer issues to managers; coordinate work and functions with other offices, programs or sections; ensure compliance with established policies and procedures; facilitate attainment of established goals and objectives; identify, gather and evaluate information from a variety of sources; formulate logical conclusions and develop effective courses of action and/or recommendations; use computer applications, including e-mail, word processing, spreadsheets, databases and the internet to prepare correspondence, reports and other documentation, extract and process information and create and maintain records; prepare clear, accurate and well-organized reports, memos, and correspondence; speak clearly and concisely in order to effectively express ideas and communicate work-related information to a variety of individuals and groups; listen, ask appropriate questions and effectively elicit information; establish and maintain effective working relationships with staff, officials and the general public. Designated employees will be required to file Statements of Economic Interest.

Read the full job description, including instructions on how to apply, here:
<http://www.sfenvironment.com/aboutus/employment/>.

San Francisco Department of the Environment: Energy Efficiency Coordinator
Salary: \$73,138 - \$88,868 Annual Appointment Type: Provisional

Filing Deadline: 8/4/06 Date Issued: 7/12/06

Position Description: Under general supervision, performs a variety of duties related to the administration and implementation of complex energy conservation and renewable energy programs in the private sectors of the City, including initiating, implementing, monitoring, and evaluating complex energy conservation and renewable energy programs in the private sectors of the City. This position serves as a senior staff level position in the City and County of San Francisco Department of the Environment (www.sfenvironment.com). This is the advanced journey level in the series. Class 5642 Senior Environmental Specialists work under the supervision of Class 5644 Environmental Program Managers, meet weekly with Program Managers, and have day to day decision making responsibilities for projects as well as the ability to negotiate within project scopes. Positions in this class are assigned to six distinct specialties: This position is an Energy Specialty position.

Examples Of Important And Essential Duties:

- o Manage a joint energy efficiency program with PG&E, including managing staff, planning and implementing energy efficiency programs and managing the contract.
- o Researches, analyzes and reports on technical energy and policy issues, provides policy recommendations, and participates in development of draft language for policy statements and local legislation.
- o Perform various duties applying technical knowledge of buildings and energy usage that may include: collect energy data, conduct energy surveys in commercial and residential buildings, identify and document energy problems, develop strategies for solving technical energy problems, develop specifications for energy using equipment, and evaluate the effectiveness of installed equipment.
- o Manage energy efficiency projects including concurrently managing multiple projects in multiple facilities. This involves assisting customers, performing or reviewing audits, designs, construction submittals, quality control inspections, project budgets, and project financing.
- o Assist in development and implementation of technical oversight system, a project financing system, audit protocols, contracting standards, quality assurance and control systems, and monitoring and verification system.
- o Obtain participation and manage communications among program participants including building owners, business and civic organizations, City agencies, state agencies and federal agencies.
- o Performs other related duties as required.

Knowledge, Skills and Abilities:

Knowledge of: Energy efficiency technologies; the design, development and construction of energy efficiency projects; current trends and developments in energy efficiency technologies, the market and the industry; federal, state, and local energy efficiency programs, laws, policies, and organizations.

Ability to: conduct research and analysis; utilize a personal computer, including word processing, spreadsheet, and project management software; communicate effectively both orally and in written format; write proposals and reports; work with public, private, and government agencies; design, plan, and manage programs and budgets; motivate and manage personnel.

Read the full job description, including instructions on how to apply, here:
<http://www.sfenvironment.com/aboutus/employment/>.

**San Francisco Department of the Environment: Senior Environmental Specialist
(Environmental Justice Program)**

Filing Deadline: 7/24/2006 Date Issued: 7/12/2006

Salary: \$73,138 - \$88,868 Annual, Appointment Type: Provisional

Position Description: The Environmental Justice (EJ) Program of the San Francisco Department of the Environment (SFE) works to address energy, environmental and related public health concerns of the City's most vulnerable neighborhoods. We provide up to \$500,000 in grants annually to non-profit groups serving the Potrero Hill and Bayview-Hunters Point communities of San Francisco. To date, we have awarded more than \$9 million in EJ grant funds to community groups and non-profit organizations serving these Southeast area communities of the City. The EJ Program also plans, develops and implements projects with other local agencies and non-profit organizations to promote sustainable food systems, renewable energy systems, and alternative fuels to reduce diesel emissions in low-income neighborhoods.

Under general supervision, the 5642 Senior Environmental Specialist performs a variety of duties relating to the planning, development, implementation and evaluation of EJ projects, and is responsible for the management of the EJ grant program. This position serves as a senior staff level position in the City and County of San Francisco Department of the Environment (www.sfenvironment.com). This is the advanced journey level in the series. Class 5642 Senior Environmental Specialists work under the supervision of Class 5644 Environmental Program Managers, meet weekly with Program Managers, and have day to day decision making responsibilities for projects as well as the ability to negotiate within project scopes. Positions in this class are assigned to six distinct specialties: This position is an Environmental Justice Specialty position.

Examples Of Important And Essential Duties:

- o Initiating, implementing, monitoring, and evaluating Environmental Justice projects serving low-income communities, focusing on the Bayview-Hunters Point neighborhood of the City;
- o Overseeing the work of subordinates to ensure that the EJ projects are adhering to established timelines and prescribed policies and procedures;
- o Determining the priority of subordinates' work assignments and coordinating the activities of subordinates to ensure maximum use of resources, time, and personnel;
- o Providing resource information for research and policy development; assisting the EJ Program Manager in the preparation of grant proposals and annual program budgets;
- o Maintaining an overview of individual project expenditures and resources; generating reports, contracts and other written materials with the use of computer; monitoring projects and the work of contractors hired by the Department; planning, conducting, and /or evaluating EJ projects in order to ensure work is in compliance with program goals and timetables;
- o Interacting with City departments and other government agencies to provide technical assistance, facilitate, and maximize the implementation of EJ and related public health projects;
- o Soliciting grant funds from non-City agencies to finance the development of EJ projects; and
- o Performs other related duties as required.

Knowledge, Skills and Abilities:

Knowledge of: Federal, state, and local laws, policies, and initiatives to promote Environmental Justice; regional and local, community-based organizations and resources promoting environmental justice.

Ability to: conduct research and analysis; utilize a personal computer, including word processing programs, spreadsheet, database and project management software; communicate effectively both orally and in written format; write proposals and reports; work with public, private, and government agencies; design, plan, and manage programs and budgets; motivate and manage personnel.

Read the full job description, including instructions on how to apply, here:
<http://www.sfenvironment.com/aboutus/employment/>.

San Francisco Department of the Environment: Various Positions

For more information go to <http://www.sfenvironment.com/aboutus/employment/>.

5642 Senior Environmental Specialist - Outreach Program - Deadline August 10, 2006

Women's Environmental Network
JULY 2006 NEWSLETTER

9920 Environmental Intern - School Education Program - Deadline July 21, 2006
9922 Environmental Associate - Green Building Program - Deadline July 21, 2006
9922 Environmental Associate - Volunteer Coordinator - Deadline August 7, 2006