Sacramento Tree Foundation
Greenprint Regional Coordinator

For 28 years the Sacramento Tree Foundation has worked to educate the people, businesses and local governments of the Sacramento region about the importance of trees. The Tree Foundation’s mission is to build the best regional urban forest in the nation. In addition to educating people of all ages, the Tree Foundation engages the community and mobilizes citizens to plant and care for the trees in the Sacramento regions.

In 2000, the Tree Foundation developed a regional urban forest initiative called the Greenprint whose primary goal is to optimize the benefits of trees in the six-county region. Those benefits include air quality, energy savings, stormwater interception, and public health. Another goal is to expand the urban forest and support the planting of 5 million trees by 2025. The three primary components of the Greenprint are:

- Management of Public Trees
- Policies and Ordinances
- Community Partnerships

The Regional Coordinator will focus primarily on the Community Partnerships aspect of the Greenprint.

Position Overview

The Greenprint Regional Coordinator is responsible for the advancement of the Sacramento Tree Foundation’s Greenprint initiative in the 22 cities and 6 counties of the Sacramento region. The Coordinator connects city/county officials and communities with the programs and services of the Tree Foundation in order to mobilize multi-partner planting projects in all six counties. The Coordinator also assists with identifying and securing Greenprint-related funding.

Specific Responsibilities

- Establish relationships with elected officials and actively build relationships with city and county department-level staff to ensure support of the Greenprint initiative.
- Establish relationships with key community stakeholders to ensure participation in the Greenprint initiative. Stakeholders include businesses, nonprofits, faith-based and service groups, homeowners, schools, and government agencies.
- Initiate, inspire and empower community leaders and partners to mobilize community plantings in the Greenprint region. Oversee or assist with all pertinent details from permits and notifications to tree siting and resource acquisition.
- Organize tree care days, clinics to enhance community involvement and awareness, Arbor Day celebrations, among others.
- Offer and explain the array of integrated Tree Foundation programs available to communities.
- Provide volunteer management support for planting and community events.
- Provide education, technical assistance, and best practices to cities and counties, as assigned, and monitor the progress of each city and county on a regular basis.
- Conduct meetings, workshops, and presentations to advance the Greenprint initiative regionally.
- Compile, analyze, and synthesize pertinent data and research for educating the public and advancing the urban forest.
Assist with the development of ordinances, policies, and protocols.
Assist the Greenprint Relations Director and Development Director in identifying and securing funding to support the work of the Greenprint.
Develop, test, and produce resources and materials that support the Greenprint initiative.
Track actual and potential planting sites with GPS and GIS tools and provide reports as appropriate.

Leadership Expectations
- Work effectively and creatively with new community groups to complete projects on schedule.
- Work closely with Tree Foundation staff to implement timely, integrated urban forest programs.
- Clearly and concisely articulate jurisdictional challenges and successes and work with the staff to adjust program delivery efficiently and effectively.
- Advocate for the advancement of the urban forest and assist with the establishment of public policies that support the urban forest.

Attitudes, Abilities, and Skills
- Excellent communication skills: listening, negotiating, public speaking and writing.
- Proven project management skills: planning, prioritizing, organizing, delegating, and coaching.
- Strong leadership, interpersonal, and team building skills.
- Superior ability to multi-task and meet deadlines.
- Must enjoy meeting and working with new people in varied situations.
- Creative and flexible problem-solving approach.
- Outstanding attention to detail and thoroughness.
- Understanding of nonprofit, mission-based organizations.
- Must be organized, responsible, persistent, and infectiously enthusiastic.
- Must be able to work occasional weeknights and weekends, as needed.
- Intermediate to advanced computer skills, Microsoft Office and preferably ArcGIS.
- Background in arboriculture, horticulture, and/or urban planning preferred.
- Bachelor’s degree and/or work experience in community organizing, urban forestry, ecology, urban planning, or related fields.
- Ability to do physical labor and handle heavy lifting (up to 50 lbs.).
- Class C driver’s license.

Salary: Salary commensurate with qualification and experience.

Benefits: Excellent benefits including health care, dental and vision care coverage, paid holidays, vacation and sick leave.

Application Deadline: Open until filled.

Application Process: Send résumé, references, and cover letter explaining how your skills and experience fit and/or exceed the needs of the position. Send via email to Shawn Colvin at shawn@sactree.com.