



# Government Stewardship Specialist

## Job Description

Creates hands-on **restoration programs to** identify high priority sites within a city. They are responsible for **recruiting** and **teaching** volunteers, leading events, **managing** groups and professional crews that **participate** in ecological restoration of urban forests.

## Salary

Entry — \$46,254

Middle — \$53,846

Top — \$80,000

## Core Tasks

- Direct activities of professional and technical staff members and volunteers.
- Research and analyze community needs to identify high-priority work, scope of work, contract crews.
- Organize and host ecological restoration events at high priority sites. Coordinate and train volunteers to complete tasks such as invasive plant removal, planting, etc.

## Workplace / Environment

- Work hours**  
**Approx. 40 hours/week**  
(During Fall/Spring overtime work may be required to meet restoration needs)
- Environment**  
Typical **office environment**, field work required for event management
- Travel**  
**Required** for event management of restoration activities within the organization's range

## Education / Prerequisites

### Education Level

Associates Degree or two years' experience working or managing volunteer programs in the environmental field.

### Licensing

N/A

### Pre-Job Preparation

Experience in event planning, volunteer management and restoration recommended

## Experience

### Soft Skills

- Strong Communication
- Service Oriented
- Critical Thinking and Time Management

### Technical Skills

- Volunteer and Event Management
- Systems Evaluation
- Data Entry
- Marketing



## Career Path: Olena Perry

### About Me

Stewardship Specialist at City of Tukwila

Bachelor's in Visual Communication, from the Northwest College of Art

### Early Learning

"I grew up in the farmlands, I find that **the forest is a place of healing**. Being a visual learner I struggled with the format of public education and did not realize until my adult years that **I'm a visual learner**. I went to art college, that was heavy on projects, creating and we were encouraged to doodle, immediately my grades skyrocketed. And then from there, it was **odd jobs** for a while trying to figure out what I wanted to do. And so I did a whole bunch of things, but I kept **coming back to the environment and arts.**"



### Connecting Passions

"I've always been a **people person**. I got involved with **environmental arts** and building art for the environment, talking about climate crisis or wildlife. The more I learned, the more I realized how important it is to have healthy sustainable forests and parks in our urban areas. I became a volunteer coordinator and ran large events, I started building big markets for the arts. Then I got really good at events and at the same time, I was learning about **restoration**. And at that point, the environmental arts and restoration, kind of married and I worked in the nonprofit sector, which was a lot of fun. We did **a lot of work**, we **did a lot of good**. I took a break from restoration and I was just a full time artist for a few years. And then an opportunity in Tukwila came up, onboarding a restoration program, and boom, 2017 they handed me the **Green Tukwila partnership.**"

### Into the Real World

"I have been able to build this **wonderful restoration program** with all these great partners and stewards. My strengths are being a volunteer coordinator, being a people-person, learning event management, self taught plant ID restoration basics, and how to ask for help. I had a very alternative career path that brings a lot of **experience.**"

# About My Job

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"I don't feel stagnant and I love that."

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## Pros

- "The **work builds my schedule**. I'm a Monday-Friday, but I do have some Saturdays, depending on the work parties. I can try to get a regular work schedule for myself so I can plan my life outside of work."

## Cons

- "Sometimes the **outdoors is a lot of rain**. No bad weather, just bad clothing."
- "I also struggle with **long computer days**. I have to remind myself to take breaks."
- "I have **limited capacity** when I'm in the field. I don't know I'm getting emails. When I'm getting emails, I don't know what's happening in the field. So it's really hard to be in both places. But with pre-planning, you can navigate it."

## Fieldwork

- "I love that I get to be in the office and the field. About half the week I'm in **the field**, whether I'm working with volunteers or forest stewards, or **a site visit** for a new partner organization or **laying out a project** for professional crew work. So I'm everywhere from by the **river to in the woods**."
- "In spring, **we are clearing**, we're using that rain removing as many plants as we can. Lots of **work parties** in the spring. In the summer, it dries up gets super hot. So I have less restoration work parties, and I do **litter cleanups**."
- "Fall is **planting season**. That's the season I'm outside the most, working with our crews getting plant deliveries, stashing plants on site, getting them in the ground, teaching schools."

## Office Work

- "Half my week, I'm in the office, **building the logistics**, working with my team here at the city."
- "When I'm in the office, I'm usually on a computer doing the **administrative side** of my job. That's my timesheet, my credit card, budget, meeting with my team, catching up on reports for the great work that's happening, and making sure that city council, the mayor, and residents are **hearing about everything** that's going on."
- "In general for the full year, I would say it's about 50/50. But then just seasonally, **I get pulled one way or the other**."

## Skills

- "Have a baseline of **technology**, get certified through Microsoft Suite, understand social media, and data systems like spreadsheets, and graphs."
- "Take a class in **environmental science**. That is a huge benefit. Botany, being able to **understand native plants**, we're having big conversations right now as the climate is changing."
- "**Be a strong writer**, I will say that in this field, if you are interested in writing, environmental **grant writing**, is an incredible job."

## Education/Experience

- "**Network**. Always **take free certification** programs."
- "Don't get so busy with the day to day to not invest in the next step. Always **make time for trainings**, make time for **certifications**, make time to **network**. When you do network, **always present yourself positive**. Especially in the environmental field, it's a small group of people, you'll keep cycling through with them."

## The Future of **Stewardship**

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"Be someone who makes tangible change."

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"My job is an **ever-changing and a growing program**, as the conversation around environmental health, social justice and concerns about climate change are elevated. Green Tukwila is a place to **learn** and **actively make an impact**. Over the next two years we will see new activated sites, environmental arts, Green Training programs and education. The program will become more inclusive with **multiple entry points** "how you can make a difference" in your community. I am excited to **shape** and **lead these changes** for the residents of Tukwila and South King County."

# About Sustainability Ambassadors

We are here to **RAPIDLY ADVANCE A SUSTAINABLE FUTURE**. Empowering **YOUTH** to catalyze community sustainability, **TEACHERS** to integrate rigor with relevance for real-world impact, **COMMUNITY** to drive collective impact.

We support a year-round training program for over 60 highly motivated middle and high school youth, a Teacher Fellows Program, City-County CAP internships, and college-level interns, and work with hundreds of educators to design new models of problem-based, place-based learning around **a shared vision of educating for sustainability**.

## Your Green Jobs Future

**Ready** to explore your future in green jobs? Use [Map your Career](#) to map your trajectory!

**Find** career opportunities near you now! Use [Career Connect - Washington's](#) tool to find programs to build your career skills.

**Interested** in a future in solar? Take a look at the [Solar Jobs Census](#) to track solar job growth nationwide.

**Explore** [RVC's opportunities](#) to work with organizations led by communities of color.

**Dive** into the [Center of Excellence for Clean Energy's](#) robust career tools in the sustainable energy sector.

**Grow** your professional sustainability skillset with the [Seattle Youth Good Program](#).

**See** Seattle's [Clean Energy Resources Map](#) to examine what the city is planning for a greener energy future.

**Check out** the [U.S. Green Building Council](#) to explore the sector's current opportunities. :

## Funder Acknowledgement



**King County**

Department of Natural Resources and Parks  
**Wastewater Treatment Division**

