



**Monterey Bay Climate Adaptation Action Network Coordinator**  
**Full-Time, 5-Year Term**  
**Begins October 15, 2024**  
**Hybrid**

**About the Organization**

The California Marine Sanctuary Foundation (CMSF) has worked to protect the state's coastal ecosystems while strengthening coastal resilience since 1995. In collaboration with a variety of local communities, including government agencies, tribal communities, harbors and marinas, and NGOs, we focus on five thematic areas: water quality protection, marine conservation, coastal restoration, climate change mitigation and adaptation, and community engagement. We strive to engage stakeholders, members of the public, and experts in these areas to identify and implement practical and effective solutions to reduce human impacts on and increase the resiliency of California's coastal resources.

For more information about our collective work please visit: <https://www.californiamsf.org/>

**About the Program**

CMSF was recently awarded a Climate Resilience Regional Challenge (CRR) grant from the National Oceanic and Atmospheric Administration for a 5-year term beginning October 1, 2024. The CRR grant will support the development and launch of the Monterey Bay Climate Adaptation Action Network (MBCAAN). MBCAAN will coordinate and plan for future adaptation and resilience actions in the Monterey Bay region and act as a forum for planning and information sharing to ensure the coordinated, integrated implementation of climate adaptation activities. Key functions of MBCAAN will be to:

- Provide broad and inclusive participation of local and regional governments, researchers, NGOs, business groups, community groups, and other stakeholders around the Monterey Bay area to ensure inclusive decision-making and the equitable development of climate resilience policies and adaptation actions.
- Ensure meaningful engagement of marginalized communities and tribal groups through standing committees and special programs created specifically for that purpose.
- Work with MBCAAN members to develop a clear vision for resilience goals, and equitable climate adaptation and regeneration strategies.
- Work with MBCAAN members to develop a comprehensive Regional Resilience Plan. The Regional Resilience Plan will ensure ongoing alignment with MBCAAN member organizations and other regional planning entities throughout the region.
- Work with MBCAAN members to identify project needs, develop projects, and pursue grant funds to implement those activities.
- Convene a Workforce Development Committee to meet at least quarterly to identify regional workforce needs, and to develop programs to build the knowledge base and skillsets needed for addressing regional climate risks.
- Convene a MBCAAN Advisory Committee to prioritize projects and provide recommendations for loan funds, via the Monterey Bay Climate Adaptation Revolving Fund.

## **About the Position**

CMSF is seeking a highly qualified individual to support the development and launch of MBCAAN, and to act as the MBCAAN Coordinator over the five-year grant term. The MBCAAN Coordinator will lead and coordinate all aspects of MBCAAN, guiding the member organizations in a region-wide, collaborative effort to share informational resources and to plan for and implement climate resilience actions for the Monterey Bay area. MBCAAN program activities will be conducted in partnership with regional city and county governments, universities, research institutions, and non-government organizations (NGOs) focusing on adaptation actions that build climate resilience for the area's low-lying, coastal communities threatened by sea level rise, storm surge, and flooding along the region's major rivers and by wildfire in the watersheds affecting these communities.

The MBCAAN Coordinator's responsibilities will include the following:

- Under the guidance and supervision of CMSF, provide both a coordination and leadership role for MBCAAN by:
  - Coordinate and facilitate all MBCAAN functions while serving as a resource for MBCAAN members to support information sharing, communication, and all activities of the network.
  - Lead MBCAAN members in defining MBCAAN goals and objectives, and in growing the program to become a prominent and central decision-making institution for climate adaptation and resilience in the Monterey Bay region.
- Work with MBCAAN membership to develop the MBCAAN Intended Use Plan.
- Plan and facilitate a minimum of four MBCAAN meetings per year (in-person and virtual).
- Coordinate with special committees, including the Workforce Development Committee, MBCAAN Justice Community Working Group, and MBCAAN Advisory Committee for the revolving fund, to facilitate two-way communication between these working groups and the MBCAAN membership at large.
- Work closely with the disadvantaged community and tribal engagement project leads to ensure the meaningful participation of those groups in MBCAAN.
- Periodically evaluate and realign network priorities, tasks, and activities in ways that advance network effectiveness.
- Build MBCAAN membership through the identification and recruitment of new members.
- Help orient and integrate new members to the network's organization, history, agreements, decisions, and expectations of members.
- Work with project partners to resolve problems and overcome unexpected hurdles.
- Work with CMSF program evaluator to facilitate data collection and interpretation necessary for assessing and evaluating the effectiveness of MBCAAN activities.
- Work with Central Coast Wetlands Group to integrate results of the Monterey Bay Climate Adaptation Regional Monitoring Program into MBCAAN planning efforts.
- Identify and help secure grants and other funding resources to support climate adaptation and resilience projects prioritized by MBCAAN members for implementation in the Monterey Bay area.
- Identify and actively pursue grants and other opportunities to ensure ongoing, future management of MBCAAN beyond the NOAA CRRC grant period.

- Create newsletters, blogs, social media posts, and other communications-related materials for both an internal and external audience.

### **About You**

The successful applicant will:

- Show exceptional aptitude in working across, and collaboratively with, organizations, especially with municipalities, universities, research institutions, and NGOs
- Have demonstrated scientific understanding of climate change impacts and trends in the Monterey Bay area, and knowledge of climate adaptation and resilience opportunities
- Have outstanding oral and written communication skills
- Be a charismatic public speaker
- Have experience planning, organizing, and facilitating both in-person and virtual meetings, while reporting out notes and results from these meetings
- Ability to create complete, concise reports documenting project activities and successes for a public audience
- Work positively and efficiently with staff from CMSF and partner organizations
- Have a Masters, Ph.D., or equivalent demonstrated work experience in a field that supports the needs of the MBCAAN role
- Have flexibility, adaptability, integrity, and a positive, can-do attitude

### **Compensation, Benefits, and Location**

This is a full-time, 5-year term position, with an annual salary of between \$100,000-\$130,000, based on experience. CMSF provides a benefits package including vacation, 12 paid holidays and sick leave, medical and dental benefits, and a 401K d savings plan with 3% employer match and full vesting after 1 year.

This is a hybrid position that can either work out of our Santa Cruz office, or your home office. You must have a reliable car and be able to travel frequently throughout the Monterey Bay region. You must also be available for evening and weekend work when necessary. CMSF can provide funding assistance for standard office equipment (i.e., computer, monitors, desk) if needed. Candidates must be authorized to work in the United States.

### **To Apply**

**Applications will be accepted until September 15th, 2024. We anticipate that the MBCAAN Coordinator will have a start date of October 15th, 2024.**

CEA Recruiting is assisting CMSF with this search. To be considered for this position, interested candidates need to click [here](#) to submit a cover letter describing their experience and credentials for this position and a resume. Technical issues or other questions should be directed to [Eileen Ashton, Search Lead](#).

### **Diversity Statement**

*CMSF is committed to dismantling the longstanding racial, gender, and socio-economic boundaries that exist in the field of environmental conservation. When bringing on new staff and interns, we adhere to*

*equitable recruiting policies and promote anti-discrimination within our work and with our partners in the local and conservation communities. We acknowledge that environmental conservation is woven with rich diversity including Indigenous Knowledge and Traditional Ecological Knowledge and we will do our best to amplify all the voices that contribute to conservation. Lastly, we commit to continued listening and learning, adapting to the needs of our community, and being inclusive.*