Policy Director Job Opportunity

Position Summary: Friends of the Inyo seeks a Policy Director. The Policy Director leads and provides strategic direction for Friends of the Inyo’s policy programs to fulfill Friends of the Inyo’s mission to protect and care for the lands of the Eastern Sierra. The Policy Director works to ensure the health and vibrancy of the ecosystems of the public lands across the Eastern Sierra. The position reports directly to the Executive Director. The Policy Director is a permanent position that could be part or full time and could be remote, but frequent travel to California’s Eastern Sierra would be required.

Responsibilities and Activities:
- In partnership with the Policy Working Group, set Friends of the Inyo’s policy goals for each year.
- Participate in monthly meetings with FOI’s Policy Working Group.
- Develop campaign plans and project descriptions as necessary to achieve FOI’s policy goals.
- Work collaboratively with FOI staff and board, as well as external partners, to provide expertise in public lands law and policy to agency and other decision makers.
- Build positive relationships with local agency representatives, elected officials, policymakers, local agency staff, community members, and colleagues from other partner organizations.
- Monitor and participate in appropriate NEPA/ CEQA activities and planning processes to ensure sustainable management of public lands.
- Review, analyze and write comments on environmental documents, proposed regulations and policies related to public lands within Mono and Inyo Counties.
- Develop and implement strategies to secure administrative protective management.
- Track and make recommendations for siting of renewable energy in Mono and Inyo Counties.
- In collaboration with external partners, develop and facilitate legislative and executive efforts for Eastern Sierra public lands protection.
- Represent FOI at local, state and federal meetings as necessary to track land use, conservation issues and regional efforts around 30x30 initiatives.
- Assist the Executive Director in producing grant proposals and grant reports.
- Support Friends of the Inyo’s commitments to equity, diversity and inclusion, and being an anti-racist organization in all aspects of work.
● Work with the Communications Director to coordinate effective outreach communications with Friends of the Inyo members and the general public.
● Provide content for FOIs website policy pages, the Jeffrey Pine Journal, monthly Juniper newsletter, and other promotional pieces as needed.
● Create reports, memos and white papers for agency partners, public, and Friends of the Inyo’s board and staff.

Requirements:
● Possesses intimate knowledge of people, history, including pre-colonial history, lands, wildlife, plants and ecosystems of Mono and Inyo Counties.
● Knowledge and experience in public lands environmental advocacy.
● Experience working with land management agencies including the U.S. Forest Service and Bureau of Land Management.
● Expertise in federal land management policies, projects and planning processes.
● Excellent writing skills, including ability to draft comprehensive technical reports and comment letters.
● Experience working with and ability to manage coalitions of diverse stakeholders seeking diverse conservation goals.
● Able to work on a computer, including sitting at a desk for extended periods; to read a computer screen; and manual dexterity to operate a keyboard.
● Able to communicate orally concisely and persuasively.
● Able to work some evenings and weekends;
● Able to travel throughout Mono and Inyo Counties and regionally.

Preferred Qualifications
● Multicultural skills; English-Spanish bilingual skills.

Friends of the Inyo is an equal opportunity employer that is committed to diversity and inclusion in the workplace. We prohibit discrimination and harassment of any kind based on race, color, sex, religion, sexual orientation, national origin, disability, genetic information, pregnancy, or any other protected characteristic as outlined by federal, state, or local laws. This policy applies to all employment practices within our organization, including hiring, recruiting, promotion, termination, layoff, recall, leave of absence, compensation, benefits, training, and apprenticeship.

Compensation for the position will be based on qualifications and experience, in the range of $60,000 per year. Depending upon whether employment is full or part time, the position may include health benefits, retirement plan with 3% employer match and paid sick leave and vacation time. Other benefits include flexible working hours and a employee sabbatical policy. Please submit a resume and cover letter to Wendy@friendsoftheinyo.org. Position is open until filled.