



Join Our Team

Community Inclusion Coordinator

Protecting Land. Connecting People. Inspiring Stewardship.

Nestled among the rivers, forests, shrub-steppe, and mountains of central Washington, the Chelan-Douglas Land Trust (CDLT) works to conserve the natural lands, waters, and way of life that make our region extraordinary.

For more than four decades, CDLT has partnered with landowners, communities, tribal nations, government agencies, volunteers, and supporters to protect working lands, wildlife habitat, recreation opportunities, and places of cultural significance. Today, we steward thousands of acres of conserved lands and trails while fostering deeper connections between people and the natural world.

Why Work at CDLT?

Our team takes pride in making a meaningful difference through community engagement, conservation, stewardship, and public access. We are united by our love of the outdoors, our commitment to protecting special places for future generations, and our responsibility as a community builder. Staff members bring a diversity of skills, experiences, and perspectives, working together in a culture built on collaboration, integrity, respect, learning, and trust.

Benefits & Work-Life Balance

CDLT offers a competitive benefits package designed to support employee health, financial well-being, and work-life balance.

- Employer-sponsored medical, dental, and vision insurance coverage
- Participation in an employer-matched retirement savings plan
- Health Savings Account with employer contributions
- Paid sick leave, 11 holidays, and personal time off
- Monthly cell phone stipend
- Paid wellness hours to enjoy CDLT trails and lands
- Training opportunities such as regional and national conferences and webinars

Recognizing that employees do their best work when they have opportunities to rest, recharge, learn, and grow, CDLT also offers a unique paid sabbatical benefit. Eligible full-time and regular part-time employees may receive a two-month paid sabbatical after every seven consecutive years of continuous service.

Community Inclusion Coordinator

Coordinador/a/e de Inclusión Comunitaria

Status: Regular 32 hours per week with potential for increased hours in the future
Location: Wenatchee, Washington
Salary Range: \$41,000-50,000 based on **32 hours** per week of work

We invite individuals who are excited about our mission to contribute their talents to our work. Join us in helping conserve the lands, waters, and natural heritage that define North Central Washington.

POSITION SUMMARY

The Community Inclusion Coordinator builds relationships with local individuals and communities and **fosters connections to conservation** in North Central Washington. The role develops partnerships in Chelan and Douglas counties and engages new audiences to advance equitable participation in conservation, particularly among people who have been underrepresented in conservation.

The person in this position is a member of the Engagement Department, which cultivates current and prospective members and supports fundraising for the Land Trust. The Community Inclusion Coordinator engages both current members and new audiences, deepening their connection to conservation. This role uses inclusive strategies such as education, personalized invitations, cultural connections, relationship building, and free programming. It requires the ability to hike up to 5 miles per day, carry up to 40 pounds, have a valid driver's license, and be available on evenings and weekends. This position reports to the Philanthropy Manager.

TIME ALLOCATION

Work includes relationship-building, event development, community presence, and administrative tasks that support these efforts. The time allocations are approximations: **30%** event and program planning including developing new inclusive and engaging opportunities; **25%** leading and supporting tabling events, volunteer events, and CDLT hosted programs; **20%** dedicated to administrative responsibilities including communications, managing priorities, and attending internal meetings; **15%** is focused on building relationships by meeting with community partners and organizations; and **10%** for professional development, such as learning about community inclusion, local ecology, and attending webinars and conferences.

PRIMARY RESPONSIBILITIES

- Create a welcoming space for our community to visit and feel connected to CDLT lands.
- Create and sustain relationships with partners and organizations in Chelan and Douglas Counties. This may include attending partner meetings to identify overlaps between our missions and goals and finding ways to support their missions when appropriate.

- Provide necessary information from CDLT databases to support organizational reporting obligations.
- Work with the Philanthropy staff to apply for outreach-related grants.
- Coordinate and lead a range of nature-based programs, from active experiences such as hikes to artistic and contemplative activities on CDLT properties.
- Prioritize listening to and incorporating community feedback.
- Participate in community tabling events, including Earth Day Fair, Fiestas Mexicanas, and more.
- Coordinate and provide training, mentorship, and support for staff and volunteers at events.
- Develop and engage a volunteer community and coordinate volunteer events and logistics.

PREFERRED QUALIFICATIONS

- A passion for CDLT's mission and ability to enthusiastically communicate it to the public.
- Values a welcoming community, work that is inclusive and equitable, and demonstrates awareness of inequitable access to the outdoors.
- Cultural familiarity with communities that have not been a priority in current conservation work, such as people of color, people with disabilities, and low-income communities.
- Experience in collaborating with multiple organizations.
- Familiarity with a customer relationship management system or database.
- Spanish & English language fluency.
- Experience in event planning and engaging the community.
- Familiarity with the North Central Cascade local flora and fauna.
- Ability to interpret biological sciences education at a level that is engaging for diverse audiences.

THINGS TO KNOW ABOUT THE WORK ENVIRONMENT

The Chelan-Douglas Land Trust is made up of a cohesive team of 17 staff members governed by a Board of Directors. Staff members collaborate across several program areas, including Trails, Stewardship, Land Conservation, and Engagement, to advance projects and goals aligned with our 5-year Strategic Plan. CDLT offers a casual and flexible work environment, with options to work some hours from home after the first three months of employment.

SALARY

We offer a salary consistent with Land Trust Alliance practices, along with a competitive benefits package listed above. The salary for this position is \$41,000-50,000 per year, based on 32 hours per week and dependent on experience and funding availability. There is a potential to work more hours per week in the future. An additional pay differential of \$1 per hour is provided for Spanish language proficiency per assessment. This position is grant-funded in part and relies on successful future grant applications to continue its funding.

CDLT is an Equal Opportunity Employer committed to building a diverse, inclusive, and welcoming workplace.

TO APPLY

Please send a cover letter and résumé via email to our Associate Director, Angela Morris (angela@cdlandtrust.org) by Monday, September 21st.

18 North Wenatchee Avenue • Wenatchee, WA 98801 • www.cdlandtrust.org