



POSITION ANNOUNCEMENT: February 19, 2021

## POSITION: Project Manager

LOCATION: Work from Home Office in the United States

The [Conservation Alliance for Seafood Solutions](#) (the "Alliance") welcomes applications for the position of Project Manager, available immediately.

### ABOUT THE ALLIANCE

The Conservation Alliance for Seafood Solutions is a global community of stakeholders working together to improve the sustainability and responsibility of seafood supply chains for our ocean and the people who depend on them.

We set an ambitious 10-year goal that seeks to accelerate and increase our collective impact; that by 2030, at least 75% of global seafood production is environmentally sustainable or making verifiable improvement and safeguards are in place to ensure social responsibility. To achieve this goal, our community must influence markets and production geographies well beyond our historical reach. We must learn faster, partner more broadly, work more efficiently, and focus more strategically than we have in the past.

The Alliance is now expanding our community so we can work with businesses, governments, and experts to:

- Identify areas where multiple organizations are working. We support and amplify existing initiatives to create efficiency and impact.
- Identify areas where no one is working. We find the gaps and uncharted opportunities to benefit everyone.
- Ensure that diverse perspectives throughout seafood supply chains are included. We are a global hub for collaboration and change.

To make sure our efforts are adding up to the greatest possible impact, we ground all of our decisions about work priorities in data so that we can measure our collective impact and celebrate our shared progress. By being data-driven, we know we can do more, faster, and that means thriving futures for our ocean and the people and communities that depend on them.

### OUR COMMITMENT TO DIVERSITY, EQUITY and INCLUSION

The Alliance community has the potential for far-reaching and meaningful impact on equity within our organizations and in our work. The Alliance staff commits to:

1. Build anti-racism, equity, diversity, and inclusion practices and training into our organization while encouraging others to do the same.
2. Recognize, engage, and elevate the voices of the BIPOC community and those from other marginalized communities.
3. Learn, listen, and receive feedback as we take steps to create a 'new normal' that is better for the health of the ocean and more inclusive and equitable for seafood workers and communities.

## THE POSITION

The Alliance is poised to serve as the intersectional home of environmental and social responsibility for the seafood movement. The Project Manager will lead in the development of a diverse, engaged and productive Social Responsibility Network within the Alliance Global Hub community. They will be charged with identifying where the Alliance can create and facilitate the most impact and how that can be accomplished. The successful candidate will be able to build community, navigate tough conversations, create enthusiasm and momentum and implement efficiently and effectively. This newly created role will report directly to the Alliance Executive Director and be an integral part of the staff team, willing to wear many hats and contribute or advise anywhere needed within the Alliance.

## KEY RESPONSIBILITIES FOR THIS ROLE INCLUDE:

- Lead Social Responsibility Network within the Global Hub, ensuring consistent engagement and flow of information among participants; recruit new organizations and individuals critical to the Alliance's intersectional work on environmental sustainability and social responsibility
- Gain mastery of the landscape of social responsibility efforts, groups, policy and guidance; stay updated on new developments and trends; create proposals and drafts for the community to engage with and provide feedback on
- Drive the Social Network or a Working Group toward decisions and agreement in order to create guidance and monitor improvements in social responsibility in seafood, and over time:
  - Create social responsibility goals for the Alliance and broader seafood movement by engaging the Alliance community
  - Create core social responsibility principles/guidance for seafood businesses, improvement projects, and other efforts by engaging the Alliance community
- Facilitate large group feedback processes (virtual and some in-person) and drive to agreement on a final product or decision
- Devise evaluation strategies to monitor project progress and determine the need for pivots or improvement
- Develop long- and short-term workplans, including identification of project milestones, participation expectations and resources required to achieve goals mentioned above
- Maintain and refine the Alliance's strategy on social responsibility along with a Theory of Change in relation to the movement
- Frequently communicate with the Executive Director to share project progress or challenges; openly communicate with the full Alliance staff to stay informed of the organization's full swath of work
- Coordinate calendar appointments, agendas and notes for project-related meetings/calls
- Support fundraising efforts to increase resource availability for projects by developing work plans and budgets, contributing to proposals, and actively participating in fundraising
- Wear many hats as part of the lean Alliance staff team, committed to working in a nimble fashion to advance the work of the Alliance's mission.

## SUCCESSFUL CANDIDATES WILL HAVE THE FOLLOWING SKILLS, ABILITIES AND ATTRIBUTES:

- **Community Builder:** Build relationships with diverse Global Hub members; engender trust among participants; find new ways to engage community members that have been marginalized in the past; work effectively with, and quickly gain the respect and support of, the full complement of stakeholders in the sustainable seafood movement

- **Creator:** Drawing upon knowledge of social responsibility, able to develop compelling proposals for the community to provide feedback on, ultimately driving toward the creation of guidance for businesses, a resource page on the Alliance website, and overarching goals for the seafood movement
- **Manager:** Strong project management skills; ability to generate work plans and design projects; well organized and able to juggle multiple projects with many participants
- **Communicator:** Excellent communication and presentation skills; able to adapt working styles to different cultures, including a sensitivity to equity and cultural nuances; openly share and communicate with the staff team; intuitive
- **Adept Writer:** Able to process large amounts of feedback and determine the best path forward; clearly communicate decisions to diverse audiences; garner stakeholder support for decisions
- **Team Player:** Comfortable both in leading and working alongside others; can feel “at home” in a lean start-up environment, yet comfortable navigating within larger institutional structures and hierarchy; able to work efficiently and effectively on a remote team; willing to learning new technical skills or programs
- **Independent Learner:** Able and interested to quickly learn about sustainable seafood and socially responsible seafood via self-study (reports and conversations); keep updated of seafood movement news and trends

#### IDEAL CANDIDATES WILL HAVE:

- At least 5 years of experience in a project management role, leadership experience preferred
- Formal education or work experience in the field of human and labor rights or social responsibility; knowledge of seafood a plus
- Strong interpersonal and communication skills
- The ability to travel domestically and internationally (post COVID)

The Alliance offers excellent workplace flexibility by allowing staff members to work remotely. We do ask that staff members commit to working the majority of their hours in a US time zone to help streamline call/meeting time windows. Staff members must also have the flexibility to work outside those time zones on occasion to accommodate calls with international participants.

Candidates eligible to work in the United States and available for full-time work are strongly preferred.

#### GOVERNANCE

The Alliance is fiscally-sponsored by [Multiplier](#), a nationally-recognized nonprofit that incubates and accelerates program capacity for local, regional, national and global initiatives that conserve and protect a sustainable and resilient world. The Director will be an employee of Multiplier and will report to the Alliance Executive Director.

#### COMPENSATION

Multiplier provides a comprehensive compensation package, including competitive salary (\$50-\$75K), that is commensurate with experience, excellent medical and dental benefits, retirement savings, and generous vacation and sick leave policy.

#### HOW TO APPLY

Applications will be accepted until position is filled. The first screening will start March 15. Send us your résumé and cover letter to [alliancejobs@multiplier.org](mailto:alliancejobs@multiplier.org) with “Project Manager” in the subject line explaining why you are interested in this position as well as the Alliance’s mission. Please describe your relevant experience, qualifications, and include your salary requirements. We respectfully request no follow-up calls or emails.

Multiplier and the Alliance celebrate diversity and are committed to building teams and partnerships that represent a variety of backgrounds, perspectives, and skills. Multiplier and the Alliance are also committed to providing an environment of mutual respect that is free from discrimination and harassment. Multiplier and the Alliance prohibit discrimination in their governance, programs and activities on the basis of race, color, national origin, age, disability, religion, gender, sexual orientation, gender identity, genetic information, political beliefs, reprisal, marital status, amnesty, status as a covered veteran, because all or part of an individual’s income is derived from public assistance, or for any other non-merit based factor.

