



Outreach and Development Specialist

Nonprofit trade association seeks energetic individual to amplify its reach and impact

The Maine Aquaculture Association (MAA), is a nonprofit trade association that advocates for the state's aquatic farmers. Our members grow fish, shellfish, and sea vegetables using a variety of methods. Our infrastructure members provide goods and services to the sector. MAA focuses on farmer training, business support, working waterfront advocacy, public outreach and education, and the development of innovative and proactive best management practices. MAA is seeking to fill a position that works to build capacity for the organization and strengthen the Maine aquaculture community through community outreach and farmer engagement.

Reporting to the Communications Manager, the Outreach and Development Specialist will perform the following duties:

- Actively work to build strategic relationships within Maine's coastal community, including but not limited to aquaculture stakeholders, coastal residents, elected officials, and the commercial fishing community
- Conduct community outreach activities including listening sessions, in-person site visits, phone/video calls, webinars, and emails
- Develop new educational materials and conduct outreach activities in collaboration with the Communications Director
- Assist the Communications Director with social media and website management, marketing, and general communications
- Lead the planning and execution of public outreach events in collaboration with MAA staff and Board of Directors
- Field membership inquiries and actively recruit new members; lead and optimize the membership onboarding process in collaboration with the Office Manager and Executive Director
- Administer services to members that align with their needs and membership level
- Undertake special projects and duties as necessary in cooperation with staff
- Keep track of work activities and outcomes; prepare end of year report to funding agencies in collaboration with staff

A successful candidate will have the following qualifications and attributes:

- 1-3 years experience working in sales, communications, marketing, or membership organizations
- Bachelor's degree in sales, marketing, communications, aquaculture or related field

- Experience planning and executing in person events, digital marketing campaigns, and community outreach activities
- At least one year of project management experience
- Customer service experience and/or strong interpersonal skills
- Organized, detail oriented, professional, energetic, and diligent
- Highly motivated self-starter with a strong ability to generate creative solutions
- Willingness to learn from and contribute to a dynamic, mission-driven team
- Excellent written and verbal communication skills
- Skills and experience working in Microsoft Office, Google Workspace, Wordpress and all major social media platforms in a professional capacity
- Excited about supporting and working alongside Maine's aquaculture producers and broader seafood community
- Ability to travel somewhat frequently, primarily within Maine
- Comfortable spending time on the ocean in boats, on docks, etc.
- Ability to lift at least 50 lbs

Preferred but not required:

- Experience campaigning, grassroots organizing and/or community building
- Experience in seafood, aquaculture/fisheries, marine biology or related field

Salary range: \$43-\$50K annually, commensurate with experience

Location: 339 Water St, Gardiner, Maine

Start date: June 1st, 2023

Benefits: 2 weeks paid vacation plus 10 paid holidays and flexible PTO, monthly HSA contribution

To apply, please email your cover letter, resume, and at least three professional references to afton@maineaqua.org with the subject line: Outreach and Development Specialist

Deadline: applications submitted prior to April 28th, 2023 will be given priority. Those submitted after will be considered on a rolling basis.

The Maine Aquaculture Association is an equal opportunity employer.