



## Policy and Partnerships Manager

Bayou City Waterkeeper (BCWK) is accepting applications for a Policy and Partnerships (P&P) Manager, who will manage our policy and government relations work alongside our interdisciplinary team made up of community members, organizers, scientists, lawyers, and artists, as we advocate for equitable investment in sewage, water, flooding, and climate infrastructure; advocate for nature-based infrastructure and interventions; and push back against false climate solutions, across greater Houston. Initially, this full-time position will report directly to the Executive Director. We invite you to apply by April 19.

### Job Description

The P&P Manager will collaborate with our full staff, community members, and other partners to center the priorities of communities most impacted by water, climate, and infrastructure injustices in our policy work. The P&P Manager will manage ongoing and emerging local and regional strategies for water policy, be one of our in-house experts on key water policy issues, and coordinate advocacy to governmental decision-makers. The P&P Manager will have responsibility for supervising our Policy Analyst and part-time Policy Fellows. The ideal candidate will have a demonstrated commitment to centering impacted communities and understand the role of community organizing in developing policy and how to effectively develop policy strategies and advocate at the local and state levels.

### About Bayou City Waterkeeper

Bayou City Waterkeeper is a water justice organization working across the [Lower Galveston Bay watershed](#) that encompasses greater Houston, for more than two decades. We protect the waters and people across the greater Houston region through bold legal action, community science, and creative, grassroots policy to further justice, health, and safety for our region. Our key program areas are Clean Water, Protecting Wetlands, and Just Transitions. Learn more on [our website](#) and by reviewing [our strategic plan](#).

### Our Values

Recognizing the complexities of our watershed, the challenges we face to protect our waters from the harms of urban development and industrial activities, and the importance of being responsive to the needs of the communities we serve, our work is guided and informed by five values:

- Interconnectivity: Collaborate across disciplines and create multiple ways to engage
- Fluidity: Embrace movement and adaptability in our work
- Bold action: Have hard conversations, disrupt dysfunctional systems, create new frameworks, bring together unconventional allies, and move data and research into action
- Justice and equality: Call out and act to undo inequities in our watershed
- Regeneration: Embrace water as a site for healing, joy, celebration, reflection, and growth

## Responsibilities

- Collaborate with community members, BCWK staff, and external consultants to develop key policy positions and strategies that support BCWK's mission and values and center equity and principles of environmental and climate justice.
- Serve as one of our in-house experts on at least two key areas:
  - Equitable infrastructure investment;
  - Nature-based solutions to flooding, stormwater pollution, and climate change; Nature-based solutions include both the protection of existing natural systems like wetlands and interventions informed by nature;
  - Addressing the water impacts of false solutions to fossil fuel consumption, including liquid natural gas, carbon capture and utilization, and hydrogen.
- Serve as the first point of contact within the organization for elected and agency representatives, their staff, and other relevant decision-makers, and meet with these decision-makers to discuss policy recommendations and potential solutions.
- During the 2025 legislative session, coordinate tracking of key bills related to our policy priorities, as well as advocacy, including generating written and verbal comments and organizing 1-2 lobby days at the Texas state legislature if needed.
- Participate in 1-2 fly-ins with coalition partners in Washington, DC throughout the year.
- Attend at least 1-2 community meetings per quarter to build and inform our policy strategies and root our policy efforts in community priorities.
- Research regulations, peer-reviewed science, white papers, reports, and other documents to develop deep understanding of subject matter and inform BCWK's policy priorities.
- Draft original policy or position papers, letters of support, and written and verbal comments in response to administrative comment periods and other governmental actions and to support community-driven campaigns.
- Deliver, and/or support community members and staff in delivering, verbal public comments at agency or legislative meetings.
- Prepare fact sheets, FAQs, talking points, and speeches for the staff and community members as needed.
- Provide strategic advice on policy to the Executive Director, staff, and community partners.
- Supervise full-time Policy Analyst and 1-2 part-time Policy Fellows.

## Qualifications and Skills

*Highly competitive candidates will have some combination of:\*\*\**

- At least five years of policy-related experience. This may include experience conducting policy research or relevant data analysis, advocating to governmental decision-makers, or community organizing. Additional work experience beyond the five years of policy-related experience is recommended, and formal or informal education or training focused on policy or law is a plus.
- Demonstrated ability to develop and implement effective policy-change strategies centering impacted communities.
- Experience organizing and working alongside diverse communities.
- Experience with water, climate, infrastructure, and/or energy policy and familiarity with equity, environmental justice, One Water, and/or just transition principles.

- Working knowledge of policy-making and political processes in Houston, the greater Houston region, and the State of Texas.
- Knowledge of key focus areas including: Equitable infrastructure funding; nature-based solutions to flooding, stormwater pollution, and climate change; or water impacts of false solutions to fossil fuel consumption.
- Commitment to racial justice and anti-racism and BCWK's values. Understanding of and commitment to advancing justice, equity, diversity, inclusion, and accessibility.
- Strong project and people management skills, including attention to detail, organizational skills, time management, conflict resolution, priority-setting, and self-awareness.
- Experience working in a team and with external partners to develop and implement joint strategies.
- Excellent written and verbal communication skills in English.

*\*\*\*Research shows that women and people of color are more hesitant to apply for a job because they may not meet all of the qualifications listed. The candidate BCWK ultimately hires may not precisely meet all of these qualifications, but show the desire and capacity to grow into the role and fit within our small, close-knit team. If you feel passionate about our efforts and believe that you have the skills to contribute to the growth of our organization, we want to hear from you.*

### Schedule/Location

We allow for flexible work schedules so our staff can be responsive to community needs and balance work and personal responsibilities. Our standard week is 36 hours. Occasionally, more than a regular week, including some evenings and weekends, will be necessary. Some local travel is required. Our staff meets in person once per week, and when necessary or beneficial, staff may be expected to meet with partners or attend other events in person (COVID permitting). Otherwise, our work is virtual. Given the place-based, community-centered nature of this work, staff must live within [the Lower Galveston Bay watershed](#).

### Salary & Benefits

\$70,000 to \$85,000, depending on qualifications and experience. Our benefits package includes: unlimited paid leave, paid holidays, paid parental leave, and paid sabbatical leave after five years; subsidized group healthcare, dental, and vision coverage; IRA contribution; negotiable flex hours; and a 36-hour work week. This is a full-time, at-will, exempt position.

### Application Instructions

For equal consideration, please send a resume and letter explaining your interest to [careers@bayoucitywaterkeeper.org](mailto:careers@bayoucitywaterkeeper.org) with subject line "BCWK P&P Manager" by April 19, 2024. The interview process will include three stages. A final decision is expected by June.

*Our core values lead us to seek a broad range of perspectives and backgrounds to achieve our mission and maintain an inclusive environment where all staff are valued and respected. As an equal opportunity employer, we are committed to employment practices that ensure that employees and applicants for employment are given equal opportunities without regard to race, color, national origin, ancestry, sex, age, religion, physical or mental disability, medical condition, veteran status, marital status, pregnancy, sexual orientation, gender identity, gender expression, genetic information or any other factor that is not related to the position.*