

Youth and Partnership Coordinator

Job Announcement

Job title: Youth and Partnership Coordinator

Location: Flexible within the Albuquerque and Santa Fe, NM area

Status: Full-time

Application deadline: Initial review date of 7/31/26 – Position closes when filled

Supervisor: Youth Program Manager

Compensation range: \$27.50-\$29.00/hour

The Forest Stewards Guild seeks a detail-oriented, collaborative, and individually motivated Youth and Partnership Coordinator to support youth workforce development, community engagement, and forest stewardship across central and northern New Mexico. This position will support two cornerstone efforts – the Forest Stewards Youth Corps (FSYC) and the Cultivando Conservación program – working closely with the Youth Program Manager and the Conservation Program Manager.

The Youth and Partnership Coordinator will work directly with Guild staff, partners, and community members. Key responsibilities will include field support for the FSYC program (summer and fall), assistance in establishing and supporting a new FSYC crew in Cuba, NM, logistical support for the Winter Rx crew, and general support for the Cultivando Conservación program including coordinating work plan details for Cuba FSYC and assisting with community outreach events in Cuba.

In addition to program-specific duties, the Coordinator will provide general support across the Southwest office, assisting with event preparation, communications, and day-to-day project needs. This position is ideal for someone who is highly organized, adaptable, and enthusiastic about both community-facing work and behind-the-scenes coordination. The best fit for this Coordinator position is someone interested in supporting youth through workforce development, one-on-one mentorship, and community collaboration.

Interested applicants should visit the job posting on Smart Recruiters to submit a resume: <https://smrtr.io/zMnRw>. An additional cover letter, writing sample, three professional references, and earliest available start date is required to be emailed to Andrew Pearson (APearson (at) forestguild.org) to be considered for this position. Applications will be considered on a rolling basis with an initial review date of July 31st, 2026; apply early for the best chance of consideration. ***Incomplete applications or auto-apply applications will not be considered.***

Who We Are

Since 1995, The Forest Stewards Guild's national network of members, staff, and partners have advanced the culture of forest stewardship based on ethical principles, best-available science, and diverse experience. Practicing what we preach through real-world projects is a distinction that brings value and substance. We explore and demonstrate what works in the woods and showcase effective forest management practices through outreach, training, and policy development. In other words, we combine strategy and action to position ourselves as the heart of the forest stewardship movement, driving its growth and impact nationwide.

The Guild is dedicated to providing an open, transparent, and just organization and workplace. We strive for clear, open, and kind communication and are committed to recruiting, hiring, mentoring, and supporting staff from underrepresented communities. We are dedicated to building a work culture that recognizes the inherent value of our employees, supports a healthy work-life balance, and provides an environment that supports personal and job growth.

We believe that a diverse workforce reflects the strengths of all members of our community. The Forest Stewards Guild strives to create a collaborative, supportive, and respectful setting for all employees and partners. To meet this goal, we recognize and celebrate the wide range of differences that characterize our members, employees, partners, and collaborators. Indeed, it is those differences that enhance our organization and help us to meet our mission and vision. The Guild values diverse forests because they are more productive, more resilient, more adaptable, and better able to recover from disturbances. Similarly, our community is healthier when we are inclusive of a diversity of people and perspectives.

• Key Responsibilities

Forest Stewards Youth Corps (FSYC) Support

- Provide field supervision for FSYC crews while maintaining clear and frequent communication with Guild staff overseeing the FSYC program.
- Help deliver FSYC crew trainings. Trainings are overnight and last 3-5 days.
- Act as a mentor and role model for FSYC Crew Leaders and Crew Members.
- Assist Guild staff with providing logistical support to summer and fall FSYC crews ensuring they have the tools, equipment, and training they need to accomplish their projects.
- Provide logistical support for the Winter Rx crew including project supervision, training, and Rx burn support.
- Collect and process reporting data from FSYC crews.
- Assist with fundraising efforts and reporting.

Cultivando Conservación Support

- Liaise between Guild Conservation Manager, Cuba Conservation Ambassador, Cuba Soil and Water Conservation District staff, and private landowners to create Cuba FSYC '27 work plan, including project goals, locations, timelines, and equipment and supply needs.
- Help plan and host community outreach events in support of the Conservation Ambassador and Conservation Manager, including Conservation Resource Days, peer learning sessions, and demonstration project tours.
- Help disseminate outreach materials, including English and Spanish print, digital, and social media content, to engage local and general public.

General Southwest Program Support

- Provide broad flexible support as needed to other Southwest Region Guild staff working on wildfire resilience, prescribed fire, youth engagement, collaborative forest restoration, and watershed projects.
- Assist Southwest staff with program support and administrative and logistical tasks such as:
 - Preparing training materials.
 - Supporting prescribed burn implementation.
 - Assembling outreach materials and supporting event readiness.
 - Inventory management of Guild hand tools, PPE, chainsaws, etc.
 - Helping with office organization, maintaining supplies, Guild truck maintenance and mileage tracking, and other logistical items as needed.
 - Other duties as assigned.

What You'll Bring

- Bachelor's degree in forestry, natural resources, environmental studies, environmental science, or related field; or equivalent experience (1 year of experience = 1 year of education).
- Strong organizational skills with the ability to manage multiple tasks and deadlines.
- Excellent communication and interpersonal skills for working with partners, landowners, and community members.
- Ability to conduct outreach and facilitate engagement with diverse communities.
- Proficiency with Microsoft Office Suite and ability to become proficient with a suite of other software (Asana, Canva, Adobe, Zoom, etc.)
- A willingness to work occasional evenings, weekends, and travel regionally as needed.
- Commitment to the Forest Stewards Guild's mission of ecological, economic, and socially responsible forest stewardship.

- Valid driver's license and safe driving record.
- Ability to pass a background check.
- Ability to perform strenuous work outdoors for long hours in rough country and inclement weather.
- Excellent oral and written communication skills.
- Ability to work independently.

Additional Desired Qualifications:

- Experience managing outdoor education, wilderness trips, or similar with high-school aged youth.
- Wildland firefighting qualification (FFT2 or higher).
- Wildland chainsaw qualification (Faller 2 or higher preferred).
- Forestry and wildland fire knowledge or experience in Southwest forest ecosystems.
- Familiarity with collaborative conservation and/or community-based organizations.
- Bilingual in English and Spanish.

Compensation and Benefits Package

- \$27.50-\$29.00/ hour, 40 hours/week.
- Employer-sponsored comprehensive health, vision, and dental care coverage paid at 80%,
- Short and long-term disability policies, accidental death/dismemberment, and life insurance,
- Paid and unpaid family leave and unpaid medical leave,
- Flexible Spending Accounts, and
- 403(b) retirement plan with up to a 5% employer match.
- Accrued Paid Time Off
- Accrued Paid Sick Leave
- 12 Paid Holidays per year

Location

This position will be based out of the Santa Fe, NM Guild office, with some regional travel. Work will include a mix of coordination, community outreach, and field-based crew visits. A hybrid arrangement of in-office and remote (work-from-home) may be arranged for computer-based work. All travel costs from the Santa Fe Guild office to field sites are covered, including the use of a Guild vehicle.

How to Apply

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Contact Us

Questions about this position can be directed to apearson at forestguild.org.

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