

Director of Advocacy

Founded in response to the Urban Renewal movement and the demolition of Portland's historic Union Station (1888) more than 50 years ago, Greater Portland Landmarks continues to work to increase the public's connection to greater Portland's historic built environment. We provide leadership, advocacy, educational publications, programs and resources, and act as steward of the [Portland Observatory \(1807\)](#) for future generations. Our current headquarters is the [Safford House \(1858\)](#).

Our goal is to save greater Portland's historic places through preservation and adaptive reuse while promoting creative new architecture that enhances historic neighborhoods. Our activities seek to build awareness, to instill community pride and to encourage public participation in the important decisions regarding historic preservation, urban planning, and new development that will affect our future. Our goal is to be part of the conversation early, to find mutually beneficial solutions, and to continue the tradition of architectural excellence that distinguishes greater Portland. Landmarks is here to provide information and assistance, engage the public through historic architecture and the built environment, and to support a thoughtful dialogue about the development of greater Portland for the betterment of all its citizens.

Landmarks is currently seeking a mission-driven leader to be our new Director of Advocacy, helping us achieve or exceed Landmarks' comprehensive advocacy goals. This position will engage in a wide range of community review and legislative processes, develop policy statements on a broad range of issues, offer assistance and testimony as projects are being formulated, and convene diverse interested parties to discuss developments and other initiatives relating to historic preservation and architecture. This position will work to embolden diverse advocates and stakeholders to preserve and interpret our shared cultural and heritage resources. The successful candidate will be responsible for developing, cultivating and managing advocacy and policy efforts that will expand the influence, outreach and efficacy of Landmarks' preservation and sustainability work. This position will increase community engagement while supporting existing and developing new relationships with greater Portland organizations and institutions.

Responsibilities

- Work with community members, neighborhood organizations, governmental entities, developers, property owners, and other stakeholders to strategize creative solutions to a wide range of preservation issues, projects and initiatives while making preservation more accessible and engaging.
- Prioritize current issues and gather background information, draft talking points, write public testimony and comments, and create public presentations associated with these issues.
- In partnership with Executive Director and staff, develop educational initiatives and communications strategies for each issue.
- Manage the Advocacy Committee of the Greater Portland Landmarks Board of Trustees, including holding monthly meetings and coordination on special advocacy campaigns.

- Support the Executive Director in preservation advocacy issues related to public policy and legislative actions, both statewide and nationally.
- Serve as the Landmarks' representative for Section 106 consultation processes and other regulatory issues.
- Serve as the organization's main point of contact for and manage the day-to-day administration of all place-based advocacy initiatives such as the rehabilitation of historic buildings, designation of historic districts and local landmarks, historic resource surveys, rezoning and saving endangered properties.
 - Responding to all preservation-related general inquiries and connecting community members to relevant information and resources.
 - Manage relationships with members of the public through email, phone, and written communication in a timely manner.
 - Develop and cultivate relationships with community organizations, elected and appointed officials and media outlets.
- In partnership with staff, coordinate and manage the summer internship program.
- Coordinate with staff to promote advocacy issues and preservation programs statewide, including providing dynamic advocacy content for the Landmarks blog, website, *Landmarks Observer* magazine, e-mail campaigns, and social media accounts that engages the public in important advocacy initiatives.
- Represent Landmarks and its mission to the public, media, and before government representatives in person and through writing.
- Correspond as needed with owners of properties on which Landmarks holds easements, including consultation on property changes, conducting annual site visits to easement properties, and completing annual monitoring forms with photo documentation.

Qualifications & Skills

- A passion and commitment to Greater Portland Landmarks' mission
- Minimum of three to five years of relevant professional experience in historic preservation; Master's Degree or equivalent in historic preservation, planning, or public policy and administration preferred
- Working knowledge of historic preservation, public policy, urban planning, architecture, community revitalization and architectural history
- General knowledge of local, state and federal preservation policy and regulation preferred
- Excellent written, interpersonal and verbal communication skills
- Comfort with public speaking
- Excellent organizational skills; ability to meet deadlines and work successfully with multiple and competing priorities
- Strong analytical and problem solving skills
- Familiarity with GIS/online mapping, probate records, and other research resources
- Willing and able to attend evening meetings on a regular basis
- Proven success leading volunteer driven efforts
- Ability to work well with the Board of Trustees, staff and volunteers
- Skilled and inspiring relationship builder
- Works independently and will take the project lead as required
- Fabulous sense of humor

This is a full-time, exempt position, with a salary of \$55,000-\$62,000. Salary offer will be dependent on experience. We strongly believe in a work-life balance and are committed to keeping the workload in alignment with the actual hours worked.

Benefits

- 12 paid holidays
- Non-ERISA 403B Plan
- Office closed between Christmas and New Years
- 10 vacation days; 6 sick days; 2 personal days
- On-site parking
- Abundance of baked goods

Hiring Process and Timeline

- We will be reviewing applications on a rolling basis until the position is filled
- We would like to have the selected candidate start

To Apply

Please send a resume and cover letter outlining your interest in the position and why you are the best candidate for the job to shansen@portlandlandmarks.org. Thank you in advance for your interest!

Equal Opportunity Employer

Landmarks is a committed Equal Opportunity Employer and recognizes that it is both unlawful and ethically wrong to discriminate in employment, or to harass an employee, because of race, color, religion, sexual orientation, sex, age, national origin, or physical or mental disability.