



Job Description

Title: Environmental Fellow

Location: Coachella, California

Reports To: Conservation Program Lead

Summary: The Council of Mexican Federations in North America (COFEM) is seeking a passionate, energetic, self-motivated, and committed **Environmental Fellow** to join COFEM's Coachella Valley team. COFEM is a non-profit organization devoted to advancing the rights of the immigrant community. Our mission is to empower immigrant communities to be full participants in the social, political, economic, and cultural life of the United States and their country of origin. We accomplish this work by uniting, strengthening, and expanding our member organizations to better advocate, educate, engage, and mobilize our communities; to preserve, share their cultural traditions, and help improve the lives of families and friends in their country of origin.

The **Environmental Fellow** is interested in pursuing a career in conservation and has a strong interest in natural history, environmental education, and community engagement. The candidate should be open to learning and adapting to new challenges, work in a collaborative and team-oriented environment, and have excellent communication and interpersonal skills to engage with stakeholders and build lasting relationships. This position combines in-person field and classroom sessions, remote independent work, and a four-day camping trip.

Responsibilities:

Assist course instructors and other program staff with implementing the Nuestro Desierto California Naturalist educational program. Some of the responsibilities include:

- Assist with outreach and marketing efforts
- Drive passenger vehicles to and from program related locations
- Assist with in-person classroom sessions
- Assist with outdoor field classes, hikes, and camping trips
- Assist with other education components of the Nuestro Desierto Program for school groups and the public
- Collecting feedback from students to generate reports
- Must report to the Conservation Program Lead

Qualifications:

- Must be available to participate in all planned 2026 Nuestro Desierto Program activities, which include the following dates:
 - Classroom lectures: July 25, August 15, September 12 (Saturdays)
 - Field Classes: August 1 & 29 (Saturdays)
 - Camping Trip: November 5-8
 - Graduation Ceremony: December 12 (Saturday)
- Excellent communication and interpersonal skills
- Ability to work independently and as part of a team
- Passion for our environment and building community
- Ability to walk/hike on uneven terrain
- Ability to lift, carry, or pull 20 pounds (camping gear and program supplies and equipment)
- Bilingual in English and Spanish (or other language) preferred but not required
- In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.

Education Requirements:

A bachelor's degree or similar experience in natural resources, environmental science, outdoor education, or a related field is required. Must have familiarity with local natural history, ecology, and conservation.

Salary:

Salary range: \$22 per hour

This is a part-time, temporary, at-will, non-exempt position that is grant-funded and expected to last until December 15, 2026, but may be extended based on the funding available. The position is contingent on the programs' deliverables and the funds available. Our office hours are Monday through Friday, 8 am-4:30 pm; however, occasional work on weeknights and/or weekends and at various locations will be required based on the course syllabus. The estimated average number of work hours per month is 40.

How to Apply:

COFEM is an equal opportunity employer and does not discriminate. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, gender expression, national origin, age, protected veteran or disabled status, or genetic information.

Application Deadline: July 17, 2026, or until the position has been filled. **Please send a cover a resume with two work references to jmanzo@cofem.org with a CC to admin@cofem.org with the subject: Environmental Fellow.**