



MASSACHUSETTS BAYS NATIONAL ESTUARY PARTNERSHIP
100 Morrissey Blvd., Boston, MA 02125

POSITION ANNOUNCEMENT
EXECUTIVE DIRECTOR

About MassBays:

The Massachusetts Bays National Estuary Partnership (MassBays) is one of 28 National Estuary Programs identified as Estuaries of National Significance under Section 320 of the Clean Water Act (<http://www.epa.gov/nep>). Our area stretches more than 1100 miles from Newburyport to Provincetown; with assistance from Regional Service Providers we work with coastal municipalities, local and regional nonprofit organizations, state agencies, regional planning agencies, and the scientific community to protect and restore coastal habitats (<https://massbays.org>). We pride ourselves on being nimble in response to opportunities and threats, as well as supporting and testing new habitat assessment and restoration approaches through our Healthy Estuaries Grant Program.

MassBays has a reputation for working effectively through collaboration, and since 2023 has been based in the UMass Boston School for the Environment, which is committed to transdisciplinary approaches to applied and basic research. The Management Committee (Board of Directors) operates according to Structure and Operating Procedures (SOPs) that include a call for representation across multiple sectors related to the coastal human and natural ecosystem. Through these partnership based approaches we have accomplished more than any one organization could accomplish on its own.

MassBays relies primarily on federal funding through cooperative agreements with the U.S. Environmental Protection Agency (EPA) under CWA §320, currently authorized by Congress through 2026. Legislative sponsors for reauthorization are in place and this action is a priority for the Association of National Estuary Programs (ANEP, <http://www.nationalestuarines.org>).

Position Summary:

We seek an inspired and inspiring leader who can continue MassBays' growth, by: taking advantage of our setting in the UMass system; continuing productive partnerships with

Massachusetts' Department of Environmental Protection, Division of Marine Fisheries, Division of Ecological Restoration, and Office of Coastal Zone Management, EPA, and NOAA Sea Grant programs while forming new agency collaborations; establishing MassBays as a voice for sound state-wide and local policies focused on coastal habitats; and expanding MassBays' funding base.

The Director of the MassBays oversees and manages all aspects of the program's operations including overall fiscal management, short- and long-range planning, funds development and communications, and development of specific, annual budgets and work plans. The position supervises three direct staff positions and manages the contracts for five Regional Service Providers (RSPs). The RSPs hire Regional Coordinators, who are staff to the MassBays program and work in close collaboration with each other and MassBays Central staff under the guidance of the MassBays Director. The Director is the lead for developing and implementing initiatives and policies that support the implementation of the Comprehensive Conservation and Management Plan (CCMP), the guiding document for MassBays, including initiatives related to water quality improvement, habitat protection and restoration, extreme weather, coastal resilience, and community engagement. The Director coordinates with the host entity (UMass Boston School for the Environment) and works closely with an EPA Region 1 Program Officer. The Director also serves as staff to the MassBays Management Committee and develops quarterly agendas for Committee meetings.

This is a full-time, 37.5-hour-per-week, grant-funded position with the possibility of a hybrid work schedule. A salary range of \$100,000 to \$120,000 is anticipated, contingent upon qualifications and experience, and subject to available grant funding.

Examples of Duties:

- Solicit priorities from MassBays communities to maintain an up-to-date CCMP for the MassBays planning area which includes coastal watersheds of Ipswich Bay, Massachusetts Bay, and Cape Cod Bay.
- Provide vision, direction, and leadership to the MassBays staff, Management Committee, and Subcommittees in the implementation of the CCMP, and its Action Plans (e.g., Communications, Finance, and Monitoring Plans). Current areas of excellence and innovation include: developing and refining habitat restoration methods, technical assistance to partners for water quality and habitat monitoring, near-shore continuous monitoring, and Gulf of Maine regional convening and coordination.

- Position MassBays as a vital resource for technical assistance to municipalities and community organizations, various agencies, and regional staff to support implementation of the CCMP priorities.
- Comply with Congressionally mandated reporting and program advancement as directed by EPA through the NEP Funding Guidance and other federal Guidance documents. This includes an annual workplan and budget with narrative that integrates RSP and Central Staff (Boston office) activities responsive to the CCMP goals.
- Prepare for and host five-year onsite Program Evaluations by EPA (next due June 2028).
- Exercise responsibility for fiscal health of MassBays, including identifying and applying for public and private funding and in-kind resources to support projects that carry out priority CCMP Strategies.
- Support and facilitate the development of innovative management approaches and creative technologies and solutions on specific priority issues, including water quality, coastal habitat protection and restoration, extreme weather, coastal resilience, and community engagement.
- Cultivate existing and new partnerships to establish and maintain collaborative efforts to promote and support CCMP implementation.
- Represent the needs and priorities of Massachusetts coastal ecosystems, including attending national meetings organized by EPA and ANEP, and participating or organizing, as appropriate, forums and conferences to support MassBays' mission.
- Hire and supervise core staff; solicit, select, negotiate, and manage contracts with Regional Service Providers; and provide guidance to Regional Coordinators to implement contracts.
- Participate in 360-degree annual review by Management Committee of Director and Host Entity, and biannual personnel review with SFE Dean according to the Management Committee's SOPs.
- Maintain a mutually beneficial relationship with SFE, for example by funding graduate assistants, participating in faculty and staff search committees, contributing to University committees and planning efforts, and engaging with University resource offices including Press, Legislative, and Advancement.

Qualifications:

At least eight to ten years of technical and organizational experience are required.

Technical: Bachelor's degree required, Master's degree preferred, in aquatic or marine sciences, coastal zone management, or environmental science or policy. Experience or coursework in physical oceanography, hydrology, botany, marine and estuarine ecology, aquatic chemistry, and/or laboratory analysis. Knowledge of water quality assessments, marine monitoring, and habitat assessment.

Organizational management: Evidence of successful fundraising and organizational development, especially experience in leading organizations, agencies, and other entities tied to implementation of MassBays' mission and CCMP. Evidence of ability to build and maintain strong partnerships and collaborations of multiple partners to meet common goals. Strong strategic and analytical, and communication skills. Ability to work independently and as part of a team. Experience with budget development, federal grants management, and a record of successful grant writing.

Application Instructions:

Please [apply online](#) with your resume, cover letter and list of three professional references.

Review of candidates will begin following the application closing date (August 8, 2025).

Only Internal candidates in the Professional Staff Bargaining Unit will be considered during the first 10 business days of the posting. All other candidates will be considered after that period.

Compensation and benefits:

Grade: PSU 35

Salary Ranges for the appropriate Pay Grade can be found at the following link: [Salary Ranges](#)

This is a grant funded position with a current end date of Jun 30, 2026, subject to renewal contingent on funding and university needs.

All official salary offers must be approved by Human Resources.

UMass Boston is committed to the full inclusion of all qualified individuals. As part of this commitment, we will ensure that persons with disabilities are provided with reasonable accommodation for the hiring process. If reasonable accommodation is needed, please contact HRDirect@umb.edu or 617-287-5150.