



CALL FOR VOLUNTEERS

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All volunteer positions require:

- Minimum 3 month commitment (longer term a plus)
- Must be native/fluent in either English or Spanish (bilingual a plus)

Current positions we are looking to fill:

- [Blog Writer](#)
- [Turtle Monitor](#)
- [Fundraiser](#)
- [Photographer/Videographer](#)
- [Results Reader](#)
- [Water Sampler](#)(Optional)

Full position descriptions:

Blog Writer

Responsible for writing engaging, SEO-optimized blog posts on topics such as local wildlife and marine life, the environmental impact of human activities, and socio-economic environmental issues.

Qualifications/Skills

- Ability to write at least 3 blog posts (500-800 words each)
- Knowledge of SEO best practices and content structures
- Ability to work with provided keyword guidelines and use them effectively
- Availability for 2 planning and review meetings
- Access to internet, a computer, and Microsoft Word or Google Docs
- Experience with Google Drive, Google Docs, and Wix is a plus
- Background in communications, journalism, or professional writing is a plus

Tasks

- Develop blog ideas independently and with the blog manager
- Submit SEO-friendly articles with images for review
- Include references and embedded links in each article
- Provide a headshot and a short bio for your author profile

Graphic Designer

Responsible for the graphic design of educational materials, resources, audiovisual and social media content in line with our brand guidelines.



Qualifications/Skills

- Graphic design skills
- Experience with Canva and Adobe Photoshop
- Experience with application of brand guidelines a plus

Tasks

- Brainstorm content both independently and with the help of our marketing team
- Create digital layouts for educational and marketing materials in Canva
- Design digital layouts for Instagram Grid and Stories

Photographer/Videographer

Responsible for collecting, editing, and producing photo and/or video content that features local wildlife, marinelife, landscapes, human-nature interactions and the WCA's work. All content will be credited and non-exclusive.

Qualifications/Skills

- Residence in Nosara a minimum of 3 months per year
- Flexible schedule to periodically accompany us for field days/events (4 - 6 hrs)
- Able to walk 2.5 km (1.5 mi) on uneven sand/trails
- Access to DSLR camera (other gear such as tripod or mic a plus)
- Experience with Adobe Premiere and Photoshop or other similar editing programs
- Experience with wildlife & nature photography or videography a plus

General Tasks

- Accompany the research team on field days or attend events to document our activities
- Take photo & video of local wildlife, marinelife, and landscapes for educational content
- Produce short 10 s - 1 min videos for IG Stories & Reels
- Produce feature videos of our organizations work and mission (1 - 3 min)
- Upload edited photo & video content to Google Drive or Youtube

Specific Projects

- Produce a short (1-3 min) video explaining our recent work to install 3 nature-based wastewater treatment systems (biogardens) in Nosara. We have a lot of video footage on a hard drive for you to use, but would need to collect additional interviews or voice over to include in the video.
- Produce a short (1-3 min) video highlighting our organization or a specific program to use for promotional and fundraising purposes. We have a lot of video footage on a hard drive, but may need to collect additional footage or voice over.



Illustrator

Responsible for illustrating components of our educational and marketing materials.

Qualifications/Skills

- Drawing, painting, and digital drawing skills
- Experience working with application of brand guidelines a plus

Tasks

- Illustrate local wildlife species, icons, or other components
- Submit final illustrations in digital format

Turtle Monitor - Playa Pelada & Guiones

3 hrs a week

Responsible for conducting morning surveys of the beach in Guiones or Pelada to identify and report sea turtle nesting or hatching activity.

Qualifications/Skills

- Availability 3 days a week for 1 hr in the morning (before 9 am)
- Residence in Nosara minimum 3 months per year
- Able to walk 2.5 km (1.5 mi) on uneven sand
- Access to a smartphone or camera
- Internet access

Tasks

- Conduct morning surveys of a designated area of the beach
- Submit report forms and photos of sea turtle activity

Wildlife Monitor

3 hrs a month

Responsible for reviewing camera trap footage and reporting data on local wildlife.

Qualifications/Skills

- Able to identify or learn to identify local species of wildlife
- Access to a smartphone or computer
- Internet Access

Tasks

- Review images from camera traps and identify species
- Enter data and submit data in our database



WATER QUALITY PROGRAM

Water Sampler

Wednesdays, 30 min - 1 hr anytime from 8 am - 1 pm

Water samplers collect samples at the beach. Average time per site is about 10-15 minutes at each beach sampled. Total time, however, is dependent upon # of sites covered, as well as driving distance between sites and drop-off locations - usually ranging from 30 mins - 2 hours per sampling event.

Qualifications/Skills

- Residence in Nosara a minimum of 3 months per year
- Able to walk 2.5 km (1.5 mi) on uneven sand/trails
- Ability to enter the water to knee-depth
- Access to smart phone
- Vehicle transportation to sampling sites and lab

Tasks

- Accurately fill out data sheets for each sampling site
- Collect water sample in accordance with sampling protocols

Transport all samples in a cooler on ice and drop them off at the lab, so that samples can be processed within 2-4 hours.

Result Reader

Thursdays, twice for 30 min (Time windows: 8 am - 12 pm AND 2 - 3 pm)

The results of each sample's Quanti-tray need to be read 18-24 hours after they are put into the incubator. This task is performed the day after sampling. Time commitment can range from 20 mins to 1 hour, depending on the total number of sample trays being read.

Qualifications/Skills

- Residence in Nosara a minimum of 3 months per year
- Experience with lab work a plus
- Vehicle transportation to lab
- Internet Access and access to a computer

Tasks

- Arrives at the lab on time to read results 20 and 24 hours after they were put into the incubator the previous day.



WILDLIFE CONSERVATION ASSOCIATION

ENVIRONMENT • SUSTAINABILITY • EDUCATION

- Read all sample trays and record results on data sheet
- Ensures that controls meet [QA/QC requirements](#) prior to posting results.
- Communicate results with our Communications Manager
- Posts results on Blue Water Task Force and Swim Guide
- Enter data into our database (airtable.com)

Lab Technician

Wednesdays, 1 - 2 pm

Lab Techs receive all collected water samples and process them in the lab on the day of sampling. Time commitment can range from 1-3 hours, depending on the number of total samples.

Qualifications/Skills

- Residence in Nosara a minimum of 3 months per year
- Attention to detail
- Ability to accurately measure
- Experience with lab work a plus

Tasks

- Arrive promptly in lab to receive all collected samples
- Maintain sterilized work area while handling samples to avoid contamination
- Follow [QA/QC protocols](#) and proper lab procedures
- Pay close attention to detail when pipetting, mixing, or measuring out samples to avoid contamination
- Notify lab coordinator if any technical issues arise or lab supplies are low
- Notify result readers of the time trays were placed in incubator to ensure timely, accurate readings the next day

Fundraiser

Responsible for assisting our organization with identifying and securing sources of funding including grants, private donors, fundraising events, and campaigns.

Qualifications/Skills

- Residence in Nosara a minimum of 3 months per year
- Fluent in English (Bilingual a plus)
- Experience with fundraising or grant writing a plus
- Experience with Google Drive and Monday.com a plus
- Experience with Little Green Light or similar donor management platform a plus
- Internet Access and access to a computer



Tasks

- Research and identify grant and funding opportunities
- Enter grant information in Monday.com database
- Compile and prepare grant application materials in a Google Drive folder
- Draft grant application and assist the Director in completing the application process
- Brainstorm fundraising ideas and campaigns
- Plan and execute fundraising events or campaigns