

Arid Lands Assistant Manager Position Description

JOB TITLE	Conservation Practitioner III
JOB FAMILY	Conservation
JOB NUMBER	450003
SALARY GRADE	4
STATUS	Hourly
SUPERVISOR	Moses Coulee Land Manager
LOCATION	Waterville, WA
DATE	April 2021

ABOUT US

Since 1951, The Nature Conservancy has been doing work you can believe in protecting the lands and waters that all life depends on. As a science-based organization, we create innovative, on-the-ground solutions to our world's toughest challenges so that we can create a world in which people and nature thrive.

We're rooted in our Mission and guided by our Values, which includes a Commitment to Diversity and Respect for People, Communities, and Cultures. We know we'll only achieve our Mission by hiring and engaging a diverse workforce that reflects the communities in which we work. Whether it's career development, work/life balance, or a rewarding mission, there's lots of reasons to love life #insideTNC. Our goal is to cultivate an inclusive work environment so that all of our colleagues around the globe feel a sense of belonging, and that their unique contributions to our mission are valued. The Nature Conservancy offers competitive compensation, 401k or savings-plan matching for eligible employees, excellent benefits, flexible work policies and a collaborative work environment. We also provide professional development opportunities and promote from within. As a result, you will find a culture that supports and inspires conservation achievement and personal development, both within the workplace and beyond.

YOUR POSITION WITH TNC

The Arid Lands Assistant Manager performs and participates in preserve operations including the management, maintenance, development and coordination of conservation programs for the Washington Chapter's Moses Coulee/Beezley Hills preserves. The primary focus of this position will be related to post-wildfire restoration projects in the shrub-steppe ecosystem.

ESSENTIAL FUNCTIONS

- The Arid Lands Assistant Manager (ALAM) will assist the Manager with stewardship projects on the Moses Coulee/Beezley Hills preserves in Central Washington. The ALAM will lead post-fire restoration work on the preserves, including managing contracts, monitoring vegetation, evaluating project outcomes, coordinating with partners, contractors, and staff, and mapping and treating invasive plants. The ALAM is responsible for maintaining tools and equipment, maintaining fencing and signage, and overseeing volunteer work groups.
- To accomplish the essential functions of this position, the ALAM will interact primarily with the Moses Coulee Land Manager, Eastern Washington Stewardship Coordinator, and multiple partners, contractors, and volunteers. Limited interaction with preserve visitors may also occur.
- Land management (65%)
- Project management and administration (25%)
- Community engagement (10%)

RESPONSIBILITIES & SCOPE

Level of Position: Junior

Direct Supervisor: Moses Coulee Land Manager

Within the scope of the position, the ALAM will:

- Coordinate and implement stewardship tasks that support conservation goals of the preserves, such as invasive plant management, maintaining preserve signage, trail maintenance, and restoration projects
- Assist with contract management, partner coordination, and project implementation
- Maintain and operate tools and equipment (e.g. lawn mower, chain saw, tractor, two-way radio, ATV, sprayers, seeders, etc.)
- Identify, treat, and monitor invasive plants
- Maintain, map, & monitor fences
- Conduct ecological monitoring of plant and animal communities
- Collect and spread native plant seed to support restoration efforts
- Use GPS technology (field tablet, handheld GPS unit) to support mapping and monitoring projects
- Remove fences in priority areas to facilitate wildlife movement
- Maintain preserve areas frequented by the visiting public
- Communicate conservation efforts, such as post-fire restoration treatments, conservation grazing programs, and invasive plant control to stakeholders, partners, and the general public
- Manage volunteer site stewards and volunteer work crews
- Assist with basic maintenance and management of a 4,800 sq ft field station facility
- Conduct compliance monitoring for fee and easement properties

Work Environment and Schedule

- May work under minimal and/or distant supervision; may make some independent decisions based on analysis, experience, and context.
- May work in variable weather conditions, at remote locations, on difficult and hazardous terrain and under physically demanding circumstances.
- Schedule is flexible, weekend and evening work is necessary at times.
- On-site housing is available at Moses Coulee Field Station in Waterville, Washington.
- Responsible for addressing and/or coordinating maintenance and repairs at the Moses Coulee Field Station.
- Position will run from **July 6, 2021** to **December 16, 2022** for a total of 17.5 months. Candidates who can commit to this duration will be preferred.

MINIMUM QUALIFICATIONS

- One (1) year related experience in custodial and ecological land management or similar field, BA/BS/AS/Technical or vocational degree in science-related field, or equivalent combination of education and experience
- Ability to act in accordance with our [WA Equity Statement](#); be respectful of differences of identity and/or beliefs, and successfully work across those differences to meet work objectives.
- Experience operating and maintaining various types of equipment and light machinery, e.g. lawn mowers, 4-wheel drive vehicles, power tools, grass trimmers, etc.
- Must have a valid driver's license.
- Ability to hike five miles a day on a regular basis in inclement weather and hazardous terrain.
- Experience using common software applications such as Word, Excel, web browsers, etc.
- Experience using Geographic Information Systems (GIS) and Global Positioning Systems (GPS).
- Must possess or be able to obtain Washington State Pesticide Applicator license.

DESIRED QUALIFICATIONS

- 1 – 2 years related experience in custodial and ecological land management or equivalent combination of education and experience.
- Multi-lingual skills and multi-cultural or cross-cultural experiences are appreciated.
- Experience, coursework, or training in Integrated Pest Management (IPM) principles.
- Some experience managing volunteers or entry level staff.
- Ability to recognize plant and animal species of eastern Washington to complete preserve management activities.
- Knowledge/understanding of current trends and practices in shrub-steppe conservation, land management and natural resource preservation/conservation or similar field.
- Ability to complete tasks independently with respect to timeline(s).

SALARY INFORMATION

The starting rate is \$24.85 – \$27.60 per hour, depending on qualifications and experience.

TO APPLY

Visit www.nature.org/careers and apply online with cover letter and resume to **job #49698** or apply directly [here](#). All resumes and **required** cover letters must be submitted through The Nature Conservancy's online application system. The application deadline is May 24, 2021 at 8:59 PM PST. If you experience technical problems with the site or application process, please contact applyhelp@tnc.org and include the job opening ID.

ORGANIZATIONAL COMPETENCIES:

Builds Relationships Collaboration & Teamwork	Build's productive relationships by interacting with others in ways that enhance mutual trust and commitment. Works collaboratively with stakeholders across levels, geographies, backgrounds, and cultures to improve decisions, strengthen commitment, and be more effective.
Communicates Authentically	Communicates proactively and in a timely manner to share information, persuade, and influence with the appropriate level of detail, tone, and opportunities for feedback.
Develops Others	Takes ownership to help develop others' skills, behaviors, and mindsets to help them maximize their workplace contributions.
Drives for Results	Sets challenging goals and objectives based on a strong sense of purpose and high-performance standards and steadfastly pushes self and others for tangible results, while ensuring work-life balance.
Leverages Difference	Demonstrates commitment to harnessing the power of differences strategically; consistently sees, learns from, and takes strategic action related to difference; and demonstrates the self-awareness and behaviors to work across differences of identity and power respectfully and effectively with all stakeholder. Actively seeks to build and retain a diverse workforce and fosters an equitable inclusive workplace by drawing upon diverse perspectives.
Systems Leadership	Thinks and acts from a broad perspective with a long-term view and an understanding of 1) the engaging appropriate people; providing a clear process for change; taking a holistic view of situations; focusing on a small number of strategic actions, while learning from and adapting them over time; and dynamic nature of large-scale challenges and 2) the need for integrating five key practices: skillfully being aware of how one's own thinking or patterns of behavior may be limiting change.

This description is not designed to be a complete list of all duties and responsibilities required for this job.

The Nature Conservancy is an Equal Opportunity Employer. Our commitment to diversity includes the recognition that our conservation mission is best advanced by the leadership and contributions of people of diverse backgrounds, beliefs and cultures. Recruiting and mentoring staff to create an inclusive organization that reflects our global character is a priority and we encourage applicants from all cultures, races, colors, religions, sexes, national or regional origins, ages, disability status, sexual orientations, gender identities, military or veteran status or other status protected by law.

