

POSITION DESCRIPTION

JOB TITLE	Okefenokee/Osceola Forest Project Manager
JOB FAMILY	Conservation
JOB NUMBER	450004
SALARY GRADE	5
STATUS	Salaried
DATE	June 2018



Protecting nature. Preserving life.

A LITTLE ABOUT US

Founded in 1951, the Nature Conservancy is a global conservation organization dedicated to conserving the lands and waters on which all life depends. Guided by science, we create innovative, on-the-ground solutions to our world's toughest challenges so that nature and people can thrive together. We are tackling climate change, conserving lands, waters and oceans at unprecedented scale, providing food and water sustainably and helping make cities more sustainable. One of our core values is our commitment to diversity. Therefore, we strive for a globally diverse and culturally competent workforce. Working in 72 countries including all 50 United States, we use a collaborative approach that engages local communities, governments, the private sector, and other partners. To learn more, visit www.nature.org or follow @nature_press on Twitter.

YOUR POSITION WITH TNC

The Okefenokee/Osceola Forest Project Manager (Forest Project Manager) serves as the principle contact to various, but targeted, audiences within the Okefenokee/Osceola conservation area (O2). The O2 is designated as a Local Implementation Team (LIT) by America's Longleaf Conservation Initiative. Forest Project Manager will serve as the Coordinator for the O2 LIT. The primary goal of the O2 LIT is to encourage the protection, restoration and management of the longleaf pine ecosystem at an ecologically significant scale within the conservation area. The Forest Project Manager will also serve as The Nature Conservancy's lead for forestry-related needs on Osceola National Forest, the Okefenokee National Wildlife Refuge and with private landowners in the O2.

ESSENTIAL FUNCTIONS

The Forest Project Manager supports and leverages the work of the O2 Local Implementation Team and manages stewardship contracts on Osceola NF. The Forest Project Manager provides technical leadership and support to the O2 landscape and addresses critical threats to the longleaf pine ecosystem through protection, restoration and management activities. They foster cross-site learning among conservation community and supply conservation planning teams with site or landscape level information. They develop and implement conservation strategies and implement a variety of strategies to secure public and private support for TNC conservation priorities. They coordinate community support and multiple projects, set deadlines and manage to completion. Additional work may include grant writing, contract administration, collecting and analyzing data, producing maps using GIS software and production of reports.

RESPONSIBILITIES & SCOPE

- Performs tasks with minimal supervision and makes independent decisions based on analysis, experience and context.
- Establishes and maintains relationships with federal, state and private landowners and other O2LIT partners.
- Builds strategic, scientific, and technical capacity for implementing conservation objectives.
- Develops key local partnerships with both public and private organizations as well as individuals to foster support
- Develops and implements outreach strategies such as workshops, field tours, community events, volunteer activities, and presentations in support of the conservation program.
- Supervises technical, administrative and professional staff with responsibility for performance management, training and development.
- Ensures program compliance with internal policies and external requirements.
- May work in variable weather conditions, at remote locations, on difficult and hazardous terrain and under physically demanding circumstances.

MINIMUM QUALIFICATIONS

- Bachelor's degree and 3 years' experience in forestry, natural resource management or similar field or equivalent combination of education and experience.
- Experience managing staff or volunteers.
- Relationship building skills to work closely with a variety of partners, i.e., media, government officials, internal scientists.
- Experience completing tasks independently with respect to timeline(s).
- Excellent communication skills via written, spoken and graphical means in English and other relevant languages.
- Experience using common software applications such as Word, Excel, web browsers, etc.
- Experience in training.
- Must have valid driver's license

DESIRED QUALIFICATIONS

- Multi-lingual skills and multi-cultural or cross-cultural experience appreciated
- Master's degree and 3-5 years' experience in forest management, natural resource management, similar field or equivalent combination of education and experience.
- Demonstrated partnership-building experience.
- Knowledge of ecological forestry and land management principles.
- Knowledge of current trends and practices in forestry, conservation, land management and natural resource preservation.
- Familiarity with natural systems in South Georgia.
- GIS mapping skills.

- Experience with prescribed fire.
- Experience with timber sales.
- Contracts administration experience

ORGANIZATIONAL COMPETENCIES

Builds Relationships	Builds productive relationships by interacting with others in ways that enhance mutual trust and commitment.
Collaboration & Teamwork	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.
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 dynamic nature of large-scale challenges and 2) the need for integrating five key practices: skillfully 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 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 men and women 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.