JOB ANNOUNCEMENT

Monarch and Pollinator Coordinator
Location: Little Rock, Arkansas

Application deadline: October 15th, 2018

Anticipated start date: November 12th, 2018

This is a full-time position working directly with NRCS and supporting Arkansas Monarch Conservation Partnership.

The Arkansas Monarch Conservation Partnership is a statewide coalition of public and private interests dedicated to the conservation of the monarch butterfly and other pollinator species. The mission of the Partnership is to increase and sustain habitat for monarch butterflies and pollinators through citizen involvement, and seek ways for partners, communities, and agencies to coordinate similar efforts.

Qualifications
Minimum qualifications are a Bachelor of Science (B.S.) degree in conservation, biology, agriculture or closely related field with three years of work experience in your field.

Expected experience and skills include:
• Project or habitat plan coordination and execution
• Strong coordination, facilitation, team building, and a collaborative approach
• Strong written and verbal communication skills
• Strong background in wildlife management and ecology
• Substantial computer and technology-based understanding
• Planning, budget management, program evaluation, and report writing

Desirable experience and skills include:
• Working with federal, state, NGO and private industry partners
• Working with other species of conservation concern
• Grant writing and management and/or general fund raising

Salary – Commensurate with Experience + health benefits

Duties and Expectations
The Coordinator will:

• Possess an understanding of monarch and pollinator issues in Arkansas, regionally, and nationally; with the ability to become a leading authority and resource on monarch and pollinator issues. Attend conferences and training necessary to remain current on monarch and pollinator conservation.

• Work in a joint capacity with Pheasants Forever, Inc. (PF), Natural Resources Conservation Service (NRCS), Arkansas Game and Fish Commission (AGFC), US Fish and Wildlife Service (USFWS), and the Arkansas Monarch Conservation Partnership.
Partnership to coordinate and implement efforts identified through the Arkansas-Monarch and Pollinator strategic plan.

- Become knowledgeable about the *Arkansas Monarch and Pollinator Conservation Plan* and the roles and expectations of partners within the partnership. Monitor progress in executing the strategic plan, keep partners aware of timelines and milestones, and prepare monthly written progress reports.

- Work with partners to develop step down actions that detail how their organization will do their part to address achieving strategic plan objectives. Work to ensure synchrony of effort among partners by continuous communication and seeking opportunities for greater collaboration.

- Work closely with field practitioners and partner staff to educate them on the proper implementation and utilization of monarch and pollinator conservation programs and practices.

- Work closely with NRCS State Office staff to provide insight and input related to programs standards and specifications specifically focused on monarch and pollinator conservation.

- Develop a monitoring strategy for Arkansas that can measure project success through monarch use of restoration sites, and can employ citizen science to help report on meeting the goals of the strategic plan in cooperation with voluntary landowners.

- Serve as a general media spokesperson for *Arkansas Monarch Conservation Partnership* and/or determine the appropriate partner to speak to the media about specific topics. Promote habitat accomplishments to the public and regional and national level monarch group. Coordinate outreach efforts. Represent *Arkansas Monarch Conservation Partnership* at regional meetings and coordinate with national groups working to expand monarch and pollinator habitat as well as actively coordinating with other groups or organizations (business, NGO’s, Academia & Private Citizens) to recruit new members to the partnership.

- Provide cost-share program, habitat restoration and management training to conservation planners on monarch and pollinator habitat.

- Coordinate with the partners to ensure consistent messaging, branding and outreach in line with the strategic plan as well as statewide Monarch and Pollinator Conservation efforts.

- Identify opportunities (grants or groups) that will enhance strategic plan achievement. Pursue granting opportunities as they become available.

To Apply: Visit our website at [www.pheasantsforever.org/jobs](http://www.pheasantsforever.org/jobs)

ONLY ONLINE APPLICATIONS WILL BE ACCEPTED. Please combine your cover letter, resume and 3 references into a single Word document or PDF file on the Recruitment website. Additional questions may be directed to Chris McLeland-South Region Director at cmcleland@pheasantsforever.org

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