



Michigan Nature Association

Protecting Michigan's natural heritage since 1952

2310 Science Parkway, Suite 100
Okemos, MI 48864
866.223.2231

Western Lower Peninsula Regional Stewardship Organizer

The Michigan Nature Association (MNA), a statewide land conservation organization headquartered in Okemos, Michigan, is seeking an exceptional candidate for a Regional Stewardship Organizer position. MNA was established in 1952 as Michigan's first land conservancy and protects over 170 nature sanctuaries in 60 of Michigan's 83 counties. For more information about the Michigan Nature Association, visit: www.michigannature.org.

The Regional Stewardship Organizer works with the Stewardship Coordinator to manage MNA's sanctuaries and organize MNA's stewardship program in the region as assigned. A primary responsibility will be for general stewardship, trail development, education-related programming and community outreach for MNA's new nature sanctuary in Mason County (near Ludington). General duties include recruiting, coordinating, supervising, and working with volunteers to implement and develop sanctuary management plans and assisting with MNA outreach and sanctuary-specific programming.

Flexible work schedule needed at times, including some weekends and evenings.

Responsibilities:

- Oversee the planning and establishment of MNA's new Franklin F. and Brenda L. Holly Nature Sanctuary near Ludington;
- Assist with developing an ecological inventory for the property;
- Develop environmentally appropriate trails or board walks and interpretative signage on the Property's history and ecology;
- Develop and conduct sanctuary-specific programming, such as guided hikes, volunteer workdays, etc;
- Develop local K-12 partnerships with teachers in Ludington and surrounding communities;
- Assess additional land acquisition opportunities adjacent to or near the sanctuary;
- Engage in establishing community outreach in this area;
- In coordination with the Stewardship Coordinator, assist with MNA's stewardship operations for the Western Lower Peninsula;
- Develop and maintain regular communication with local stewards, neighbors and local community partners to address sanctuary and/or stewardship needs;
- Track monitoring status of sanctuaries;
- Schedule and coordinate volunteer workdays and field trips;
- Develop and update management plans for sanctuaries;
- Make sanctuary site visits as needed;

- Coordinate regional interns;
- Perform other duties as assigned.

Minimum Qualifications:

- Bachelor's degree in biology, ecology, environmental interpretation, natural resources management or related field and one to two years of related ecological land management or environmental education experience or equivalent combination of education and experience;
- Knowledge of and commitment to MNA's mission and stewardship program;
- Experience working with or knowledge of natural ecosystems. Ability to recognize plant and animal species as required to complete stewardship activities;
- Ability to talk to community groups and the public about ecological issues and develop a community-based environmental outreach program;
- Ability to create and implement sanctuary management plans using current ecological management principles and practices;
- Experience or ability to safely use and maintain stewardship tools and equipment, including power tools such as brushcutters and chainsaws;
- Excellent written and oral communication skills ;
- Experience recruiting, training and organizing volunteers and volunteer events;
- Proficiency with common software programs (Word, Excel, Access, email, web browsers)
- Ability to learn various GIS/GPS software programs;
- Ability to prioritize multiple tasks and deliver quality results under deadlines;
- Ability to obtain related licenses or certifications such as first aid, CPR, pesticide applicators license, S130/190 Wildland Fire Training, driver's license.

Desired Qualifications:

- Experience with ArcView and various GIS/GPS software programs
- Pesticide applicators license
- S130/190 Wildland Fire Training.
- Survey experience

Compensation

Compensation is commensurate with experience, includes health insurance benefits, life insurance, paid vacation, and a 403(b) savings plan. Expected annual salary will be between \$30,000 and \$37,500.

To Apply:

Resumes accepted until May 22, 2019 or the position has been filled. Please send a cover letter, resume and references via e-mail to Paul Steiner, Operations Director at psteiner@michigannature.org.

*The Michigan Nature Association is an equal opportunity employer
committed to workplace diversity*