Ducks Unlimited, Inc. is an environmental non-profit that specializes in conserving wetland and grassland habitats to support waterfowl populations. Since 1937, DU has protected, enhanced, and restored over 16 million acres of wetland and grassland habitats. DU is supported by grassroots members, local, state, and national grant revenue, and private foundations and major donors. DU is a turnkey organization with biologists, engineers, working lands, and science professionals supporting project development, delivery, and adaptive management.

The Great Lakes/Atlantic Regional Office of Ducks Unlimited, Inc. has an opening for a Wetland & Water Quality Program Assistant (Biologist I or II) position. We are seeking a highly motivated professional to work in partnership with the Michigan Department of Natural Resources (MDNR) to assist in the implementation of the new Wetlands Conservation Program. The position will work closely with Ducks Unlimited biologists, engineers, land protection specialists, and other agency and nongovernmental organization partners to deliver wetland conservation programs in Michigan, specifically the western Lake Erie and Saginaw Bay watersheds. This position will coordinate directly with the DU Regional Biologist to implement Wetlands Conservation Program wetland habitat projects. The successful candidate will have understanding and experience of conservation practices and programs, wildlife ecology, and a basic understanding of ecosystem services provided via wetland restoration, enhancement, and protection. This is a full time, three-year term position with potential for permanent employment after successful completion of the term.

Qualifications
Candidate must have at a minimum a Bachelor of Science Degree in a natural resources or agricultural field. A wildlife biology, wetland ecology, and/or natural resource management emphasis is highly desirable. Relevant experience working with federal, state, local agencies, nongovernmental organizations, and other stakeholders on land protection, wetland restoration, wildlife management, and habitat restoration is preferred. Applicants should have a basic knowledge of state and federal lands protection programs and applicable laws, as well as state and federal wetland conservation programs, policies, and laws. A working knowledge of available Michigan conservation programs is desirable (i.e., NAWCA, GLRI, USDA). Excellent written and oral communication skills and interpersonal skills are necessary, including the ability to approach and establish dialogue with a range of stakeholders. Proven writing, organizational and basic administrative skills are desired, as is a track record in successful partnership building. Experience working with conservation nongovernmental organizations or federal and state fish and wildlife agencies is preferred.

**Duties and Responsibilities**

This position will report to the Regional Biologist in Michigan and will support two primary efforts. They will work closely with conservation partners to implement the *Wetlands Conservation Program* on wetland protection, restoration, enhancement, and engineering projects. Additionally, they will work closely with various stakeholders to increase awareness and knowledge of available conservation programs in the western Lake Erie basin. Specific duties are described below.

- Work with DU staff to advance and implement wetland conservation projects
- Work with DU staff to advance and track progress toward achieving the goals of the *Wetland Conservation Program*
- Assist partners in implementing *Wetlands Conservation Program* projects to ensure strict adherence to project timelines, budgets, and contracting requirements
- Coordinate restoration and land protection activities with other organizations and partners
- Establish good working relationships with agency partners and build strong partnerships to advance shared conservation goals
- Coordinate outreach efforts to educate local communities and partners on wetlands conservation programs
• Assist the DU Michigan conservation team to advance DU’s mission and conservation goals.
• Assist in developing press releases, articles, presentations, and meetings that increase public awareness of the Wetlands Conservation Program and other conservation programs
• Other duties as assigned deemed necessary to fulfill DU’s mission of wetland conservation

Candidate must be able and willing to travel frequently, including significant driving and some overnight travel. This position will require outside work, possibly in inclement weather, and may require physical exertion or heavy lifting as needed.

**Location:** The position will be stationed at the Great Lakes/Atlantic Regional Office in Dexter, MI.

**Salary/Reporting Relationship:**
Salary will be commensurate with experience and report to the Regional Biologist in Michigan.

**Questions** regarding this position may be directed to careers@ducks.org. **Apply On-Line** by completing the electronic application at [www.ducks.org/jobs](http://www.ducks.org/jobs).