Location: USDA-NRCS office in Bossier City, Louisiana
Application Deadline: September 11, 2026
Anticipated Start Date: As soon as possible

Overview: As an employee of Quail Forever, in partnership with the USDA-Natural Resources Conservation Service (NRCS) and the Lower Mississippi Valley Joint Venture (LMVJV), the Coordinating Wildlife Biologist (CWB) will coordinate and implement habitat-related conservation programs and provide technical assistance in designated USDA Service Centers. These individuals will work in joint capacity with partnering non-government organizations (NGO's) and federal and state agencies to promote, coordinate and implement conservation provisions of the U.S. Federal Farm Bill on private lands including but not limited to the Regional Conservation Partnership Program (RCPP), Conservation Reserve Program (CRP), Environmental Quality Incentive Program (EQIP), Conservation Stewardship Program (CSP), as well as state and local habitat programs and initiatives. General duties will include all aspects of wildlife habitat planning, contract coordination, conservation plan writing, site assessment/eligibility determination, program promotion/outreach, landowner technical assistance, reporting, and assisting with habitat and population monitoring. Training will be provided by QF, NRCS, LMVJV, and Louisiana Department of Wildlife and Fisheries (LDWF).

Job Duties:

- Accelerate enrollment in U.S. Department of Agriculture (USDA) Farm Bill conservation programs by coordinating workshops, field days, demonstrations, habitat tours, and other outreach events and activities.
- Serve as a wildlife technical advisor in designated USDA Service Centers and assist NRCS, LDWF, Farm Service Agency (FSA), and other conservation partners with delivering conservation programs to landowners.
- Coordinate the implementation and application of wildlife habitat programs within Focal Areas in cooperation with partner agencies.
- Complete conservation plans, Implementation Requirements (IR's), Wildlife Habitat Evaluation Guides (WHEG's) and other required documentation for conservation programs requiring wildlife biologist expertise in cooperation with the listed partners.
- Communicate program requirements, complete site visits to determine eligibility, and develop contract documents for applicants and participants of USDA Farm Bill and other local and state conservation programs.
- Assist Louisiana Department of Wildlife and Fisheries (LWDF) in wildlife monitoring, surveys, mark and recapture, and plant inventories on occasion.
- Provide on-site landowner technical assistance for conservation practice planning and implementation under Farm Bill program and non-program wildlife habitat and natural resource conservation projects.
- Serve as a wildlife technical advisor for local QF chapters, assisting with habitat education, outreach, and development of habitat projects.
- Accurately report delivery activities on a regular basis.
- Some overnight travel is required.

Required Knowledge Skills and Abilities:

- Ability to communicate clearly and effectively with landowners, agency partners, and teammates.
- Ability to work independently with diverse clientele. Must be a motivated self-starter with strong interpersonal skills.
- Ability to work outside in uncomfortable temperatures while exposed to insects.
- Knowledge of and/or practical experience with silviculture and prescribed fire as it relates to timber management and production in the Southeastern US.
- Knowledge of wildlife ecology, forest and grassland management including the ability to utilize various habitat management tools in the development of management plans.
- Knowledge of conservation and wildlife programs provided by federal (i.e., Farm Bill, US Fish and Wildlife Service), state, & local entities.
- Excellent verbal and written communication skills.
- Strong organizational skills, with demonstrated ability to manage demanding workloads and meet deadlines.
- Proficiency with ArcGIS, GPS, Microsoft Office Suite (Excel, Word, PowerPoint, Outlook, etc.) is required.
- Valid driver's license required; some use of personal vehicle required (mileage reimbursement provided).
- Must be able to obtain USDA Federal Security Clearance.

Education and Experience Preferred: Any combination of training and/or experience that will enable the applicant to possess the required knowledge, skills, and abilities. A Bachelor of Science Degree in Wildlife Management, Forestry, Grazing or closely related natural resources field is required. 2-3 years professional experience working with USDA Farm Bill programs. Experience with prescribed fire. The ideal candidate will exhibit a balance of technical knowledge and interpersonal skills required to implement voluntary conservation programs on private lands. Demonstrated interest, training, and experience in both forestry and wildlife is also ideal.

Salary Range: $47,000 base salary (commensurate with experience) with annual performance-based raises, plus benefits including:

- Health, vision, dental, pet, and more insurance coverage plans are available.
- 401(k) Retirement plan with an employer match of up to 5%.
- Student Loan Assistance program of up to $200/month for eligible employees.
- Paid Time Off accrued at 15 days (120 hours) per year for new employees (increasing after 3 years).
- Bereavement/Family/Sick Leave of 6 days (48 hours) per year.
- 13 Paid holidays.

To Apply: Please combine your cover letter, resume, and three references into a **single** Word document or PDF file before uploading as part of your application on our recruitment website at quailforever.org/about-us/careers/.

Contact: If you have further questions about Quail Forever in Louisiana, the application

process, or this position, please contact Louisiana State Coordinator Jackson Martini via email at jmartini@quailforever.org.

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