Application Deadline: January 31, 2024  
Anticipated Start Date: February 2023

Overview:  
Two (2) Positions: Oberlin, KS and Osborne, KS

Both positions will be located within a USDA Service Center and will provide conservation technical assistance and conservation program delivery to private landowners within their assigned districts and other priority areas as appropriate. The incumbent will work in a joint capacity with USDA Natural Resources Conservation Service (NRCS), and other State and Federal partners to promote, accelerate enrollment, coordinate, and implement the conservation provisions of the Federal Farm Bill and other wildlife related conservation programs.

Activities will include program promotion (workshops and one-on-one meetings), contract coordination, writing conservation plans, site assessment, and reporting. Work with local chapters of Pheasants Forever and Quail Forever (PF & QF) and other local partners to increase habitat management efforts and participate in regional and statewide habitat meetings. Assist or coordinate activities and projects with other PF & QF and NRCS staff. This position will be an employee of, and supervised by Pheasants Forever, Inc. & Quail Forever, with daily instruction and leadership provided by NRCS and PF & QF.

About the Area:  
Kansas offers large expanses of native shortgrass, mixed grass, and tallgrass prairies, which support diverse and abundant wildlife populations. Western Kansas offers abundant outdoor recreational opportunities, including the Cimarron National Grasslands which contains over 108,000 acres, wildlife areas managed by Kansas Department of Wildlife and Parks (KDWP), and private land enrolled in KDWP’s Walk-In Hunting Access program that provides opportunities for upland game bird, deer, and waterfowl hunting. Neighboring states offer recreational opportunities within a short distance as well, including Comanche National Grasslands in Colorado and Kiowa and Rita Blanca National Grasslands in Oklahoma, Texas and New Mexico.

Specific Duties:
- Provide technical assistance (biology focus) and guidance to private landowners, government agencies, non-government organizations and other groups for USDA NRCS Conservation Programs. The positions will receive training on the USDA NRCS, Pheasants Forever and Quail Forever, Kansas Department of Wildlife and Parks (KDWP), and other local and state programs.
- Coordinates the implementation and application of wildlife programs within target landscapes in cooperation with the local NRCS, KDWP biologists, PF & QF Biologists, and other state partners as appropriate.
- Completes contracts, applications and other required documentation for the conservation programs requiring biological expertise in cooperation with the listed partners.
- Communicates program requirements, completes site visits to determine eligibility, and develops contracts/plans for applicants/participants for the USDA-NRCS Conservation Programs and other local and state programs.
- Performs other related duties as assigned.

Desired Knowledge, Skills, and Abilities:
- Ability to communicate clearly and effectively with landowners and partner agencies.
- Ability to work independently with little supervision and with diverse clientele.
- Knowledge of wildlife ecology, grassland, wetland, and early succession habitat management including the ability to utilize various habitat management tools in the development of management plans.
- Knowledge of conservation and wildlife habitat programs provided by federal (i.e. Farm Bill, US Fish and Wildlife Service), state, & local entities. In addition, knowledge of how these programs are implemented in an agricultural landscape is desired.
- Knowledge of or practical experience with agricultural systems and farming.
- Excellent verbal and written communication.
- Strong organizational skills.
- Proficiency with ArcGIS and Conservation Desktop.
- Valid driver’s license required; some use of personal vehicle may be required (mileage reimbursement provided).
- Must be able to obtain USDA Federal Security Clearance.

**Education and Experience Preferred:** A minimum requirement for this position is a Bachelor of Science Degree in Wildlife Management or closely related natural resources field. Proven experience working with USDA Farm Bill programs (CRP, CREP, ACEP, EQIP and CSP) is preferred.

**Starting Salary:** commensurate with experience, up to $45,000, $200 per month student loan reimbursement program, and other benefits (see our benefits summary at [www.pheasantsforever.org/jobs](http://www.pheasantsforever.org/jobs))

**To Apply:** Please combine your cover letter, resume, and 3 references into a single PDF file before uploading to the “Resume” section of your application on our recruitment website at [www.pheasantsforever.org/jobs](http://www.pheasantsforever.org/jobs).

**Contact:** Shelly Wiggam, Kansas State Coordinator, swiggam@pheasantsforever.org

*Pheasants Forever, Inc is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, sex, sexual orientation, gender identity, age, status as a protected veteran, status as a qualified individual with disability, or any other category that may be protected by law.*