PHEASANTS FOREVER AND QUAIL FOREVER
The Habitat Organization

JOB ANNOUNCEMENT

Coordinating Wildlife Biologist-Habitat Conservation Specialist

Location: McMinnville, Oregon

Application deadline: December 22, 2023

Anticipated start date: January/February 2024

This position is part of a collaborative effort between USDA Natural Resource Conservation Service, Pacific Birds Habitat Joint Venture, Yamhill Soil and Water Conservation District, and Pheasants Forever. The primary focus is to enhance conservation efforts and increase education and outreach related to private oak and grassland habitats. This position will provide technical assistance, which may include project recommendations and development, project oversight, contractor solicitation and oversight, and project monitoring, for the Yamhill Soil and Water Conservation District and partners to deliver conservation efforts on private lands.

This position will be an employee of Pheasants Forever Inc. with daily instruction and leadership provided by Yamhill Soil and Water Conservation District.

This position will be located in McMinnville OR, and will be expected to work closely with NRCS, Oregon Department of Fish and Wildlife, Pacific Birds Habitat Joint Venture, US Fish and Wildlife Service, Soil and Water Conservation Districts, and collaborative partnerships in the region.

Duties:

Assist SWCD staff with the following, including but not limited to:

- Provide technical assistance and guidance to private landowners and other groups for federal, state, and local conservation programs.
- Meet with landowners, contractors, and/or agency partners to provide technical assistance in the planning, design, and implementation of conservation practices.
- Assist with NRCS practice specifications, implementation, certifications and provide site specific technical assistance.
- Develop project summaries, fact sheets for landowners, annual practice reminder letters, and other relevant reports.
- Perform other related duties as assigned, including USDA and SWCD program education and outreach.
- Receive, maintain, and stay current with USDA technical assistance and programmatic training.
- Develop long-term conservation plans to improve wildlife habitat and satisfy federal, state and local government requirements.
- Help clients apply for federal and state programs and provide service to existing contracts.
- Assist with public information activities as appropriate, including news article writing, workshops, field days and other activities.
- Provide monthly written reports on activities.

Working Conditions:
This position requires the ability to walk on uneven and steep terrain for long periods of time, in all kinds of weather throughout the year.

This position may also require the use of an All-Terrain Vehicle (ATV), the operation of 4WD vehicles.

This position requires long periods of sitting in an office using computers.

Interactions with the public, local residents, and other partners is frequent and requires a well-developed sense of diplomacy.

Qualifications

- Minimum qualifications are a bachelor’s degree in conservation, biology, agriculture, or closely related field with three years of work experience in your field.
- Valid driver’s license

Expected Knowledge, Skills, and Abilities:

- Ability to communicate clearly and effectively with landowners, partner agencies, conservation partner organizations, and the public.
- Ability to work independently and as a collaborative team member.
- Ability to work cooperatively with diverse clientele.
- Knowledge of upland wildlife habitat management, and awareness of conservation planning, ecological restoration, and invasive plant species management.
- Excellent verbal/written communication, coordination, and organizational skills.
- Experience or education in designing presentations and presenting information using various formats such as PowerPoint, posters, kiosks, etc.
- Knowledge of computer skills is required, and applicant should be familiar with ARC GIS, Word and Excel.
- Ability to use NRCS Conservation Desktop, GIS applications, and GPS systems would be beneficial. Training will be provided by NRCS.
- Current NRCS Planner Certification is desirable.
- Knowledge of Willamette Valley ecosystems, specifically Oregon white oak and upland prairie habitats and the native and non-native plants within them.
- Knowledge of agricultural landscapes, common farming and land use practices is desirable.
- Valid driver’s license and skillset to drive in inclement weather.
- Physical ability to stand and walk for extended periods of time over rough terrain; work in all types of weather conditions.
- Ability to obtain USDA Security Clearance and a federal eAuthentication account to securely access USDA business tools and client files.

Salary – Up to $55,000 Commensurate with Experience + health benefits, and 401K options

To Apply: ONLY ONLINE APPLICATIONS WILL BE ACCEPTED. Please combine your cover letter, resume and 3 references into a single Word document or PDF file before uploading to the “Resume” area of your application on the Recruitment website at www.pheasantsforever.org/jobs. Additional questions may be directed to Al Eiden, West Region Director, at aeiden@pheasantsforever.org

Pheasants Forever, Inc and Quail Forever 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.