



Mississippi Valley Conservancy Job Posting 11/29/23

Position Title: Restoration Coordinator

Full-time salaried, 40 hours a week

Salary Range: \$40,000 – \$43,000

Location: La Crosse, WI

Job Overview and Requirements

Here at Mississippi Valley Conservancy, we are on a mission to conserve native habitats and farmlands for the current and future health and well-being of the Driftless Area.

In this time of rapid climate change, our services help landowners and communities protect their land from development and restore resilience and biodiversity to the land.

We work with landowners who choose to permanently protect their private land through conservation easements. We also own and manage public nature preserves with the goal of restoring native habitats to enhance biodiversity and protect declining species in this time of global climate change. Through the efforts of our colleagues and volunteers, we work to restore native habitats by removing invasive species, conducting prescribed burns, planting native species, and other best practices of habitat restoration.

Mississippi Valley Conservancy is seeking a team member dedicated to habitat restoration and public outreach. This position is responsible for working alongside the land management team in completing habitat restoration and maintenance projects, coordinating and leading volunteers and school groups in implementing habitat management activities, acquiring grant funding, GIS mapping, as well as land management planning and record keeping. Approximately 65% of time in this position will be spent in the field while 35% will be spent in the office or shop setting. Field duties will include arduous work on steep slopes for long blocks of time while office duties will typically involve administrative duties related to the activities above.

Mississippi Valley Conservancy is a nationally accredited, 501c3 non-profit, functioning as a hybrid organization with offices in La Crosse, WI. Our service area includes the Wisconsin counties of Buffalo, Crawford, Grant, Jackson, La Crosse, Monroe, Richland, Trempealeau, and Vernon. We work to create an inclusive, diverse, and equitable workplace.

The Conservancy's work permanently protects forests, bluffs, prairies, wetlands, streams, and farmlands that enrich our communities for the health and well-being of the Driftless Area. The Conservancy has protected over 25,000 acres, including nearly 7,000 acres of nature preserves open to the public.

Reports to: Land Manager

Supervises: Volunteers and Interns

Essential Responsibilities

- Carry out habitat restoration projects including prescribed burning, invasive species control, timber stand improvement, prairie restoration, wetland management, access and trail maintenance, and other activities.
- Keep accurate and concise records for all activities including fieldwork, cost tracking, volunteer recruitment, and correspondence.
- Lead the Conservancy's "For the Wild" volunteer program for habitat management by engaging volunteers, school groups, clubs, and local communities on habitat restoration projects on Conservancy managed lands
- Administer the Conservancy's site steward program by coordinating and recruiting site stewards to help with land management and monitoring public use.
- Supervise and lead the summer intern crews and volunteers as directed by the Land Manager.
- Prepare and maintain GIS files and maps for nature preserves and new project maps as needed.
- Work with conservation partners including federal, state, and local units of governments, conservation organizations, private landowners, and other partners.
- Connect the local community with the Mississippi Valley Conservancy mission through public presentations, guided hikes, and other needs as assigned.
- Develop grant applications, reporting, and implementation for future habitat restoration projects.

Essential Job Capabilities

- Ability to traverse 400+ acre sites on foot, through steep, rugged terrain in a timely manner in remote areas all four seasons of the year under all weather conditions typical of southwest Wisconsin as well as using a map and/or Garmin for navigation.
- Enthusiasm for land stewardship and an ability to empower volunteers.
- Experience and knowledge identifying local habitat types, species, natural communities, and an awareness of general ecosystem principles and habitat management techniques.
- Ability to consistently meet deadlines and follow directions.
- Ability to work independently and to set and adhere to priorities while balancing a fast paced ever changing workload.
- High flexibility to adjust to changing weather conditions and other fieldwork challenges.
- Availability and willingness to work some evenings and weekends.
- Ability to function as a cooperative and supportive team member with other Conservancy staff.
- Genuine interest in and enthusiasm for community engagement and education around species and habitats.

Required Qualifications:

- Bachelor's degree in biology, natural resources, environmental science, environmental education, or similar field of study and 2 years of directly related professional experience in land conservation work.
- Experience managing prairie, forest, and wetland habitats utilizing ecological restoration principles, including invasive species control methods and herbicide use.
- Prior experience coordinating and leading volunteer groups in habitat management activities utilizing Constant Contact, Facebook events, as well as other platforms for communicating and recruiting volunteers.

- High proficiency in the use and maintenance of chainsaws, pumper units, brush-cutters, sprayers, mowers, ATV's, and other equipment.
- Ability to identify and prioritize habitat management needs.
- High proficiency in species and habitat identification.
- Possess a valid driver's license and dependable vehicle.
- Computer and technology proficiency, including GIS mapping and GPS navigation.

Preferred Qualifications:

- Experience with prescribed burning and basic wildland fire certification (S-130/190).
- Experience with ArcGIS
- Knowledge of land trust principles and practices.
- Forestry, ornithology, or other natural resources specialty.
- First aid and CPR certification.
- Herbicide/pesticide applicator certification.
- Advanced SAW, FISTA, or other chainsaw certification.

Compensation and benefits:

- **Salary range** \$40,000 to \$43,000 based on experience and specific expertise.
- Full-time, exempt position, working 40 hours per week. We believe in caring for others at work and at home. The Conservancy is committed to keeping the workload in alignment with the true hours worked and respecting the space needed to take personal time to care for your well-being.
- In the first year, we offer 10 days of vacation (increases with years of employment), 12 days medical leave per year, and 12 paid holidays. We offer a flexible, family-friendly schedule whenever possible.
- We provide medical insurance and a 4% contribution match to a 403b retirement plan.
- After 12 months of employment we offer up to 60 days parental/adoptive/medical leave with 30 days paid.
- We foster a respectful, collaborative, and fun work environment.
- We promote and sponsor individual and joint professional workshops and trainings.
- We are an organizational culture that seeks, integrates, and nurtures self-direction, collaboration, diversity, equity, and inclusion with all employees.

Our hiring process and timeline

- We will accept applications until **January 5, 2024.**
- Our hiring team will conduct interviews when qualified candidates are identified.
- Finalists will be invited to a second-round interview; at that time, we will ask for three professional references.
- Ideally the selected candidate would begin work as soon as possible.

To apply

- Please submit a qualified resume and brief (one page) cover letter, including where/how you first found out about this position in one PDF to land manager, Levi Plath at levi@mississippivalleyconservancy.org.
- We look forward to your application!