



P.O. Box 595 • Helena, MT 59624 • 406-443-3949 • mtaudubon@mtaudubon.org

## Director of Conservation

### Job Announcement

#### **SUMMARY OF POSITION:**

Montana Audubon is a non-profit grassroots conservation organization, with a mission to promote appreciation, knowledge and conservation of native birds, other wildlife, and natural ecosystems. Founded in 1976, Montana Audubon has steadily built an effective program of conservation policy, education and outreach, citizen science and habitat protection. We serve Montana's citizens, including its nine community-based Audubon Chapters.

The Director of Conservation is a full time, professional staff person whose primary responsibilities include: overseeing statewide conservation programs; developing and implementing Montana's Important Bird Area Program; overseeing and encouraging citizen science efforts; working collaboratively with partners to advance habitat conservation; and integrating science into our public policy program. In addition, the incumbent will work with other Montana Audubon staff, chapters, partners, and collaborators to develop and implement priority conservation programs and policies.

The position supervises the Associate Director of Conservation, and may supervise part- or full-time assistants, consultants, volunteers and interns as needed. This staff person is supervised by the Executive Director, and works closely with the Senior Director of Policy.

#### **MAJOR RESPONSIBILITIES:**

- Develops and implements a conservation strategy for the state; priority bird conservation projects, in collaboration with partners; and Montana's Important Bird Area (IBA) program.
- Coordinates conservation efforts for key habitats as identified in Montana Audubon's strategic plan (wetland/riparian, sagebrush-shrubsteppe, and grasslands).
- Coordinates and conducts citizen science efforts in Montana; responsibilities may include data analysis, volunteer engagement and management, and more.
- Keeps abreast of major conservation/environmental issues.
- Incorporates issues of climate change into conservation work, which includes educating Montanans about the effects of climate change on Montana's birds, wildlife and natural resources, as well as the benefits of local, state and national solutions.
- Serves as primary liaison with parallel programs within the National Audubon Society.
- Required to take on additional conservation program responsibilities at times when other staff shift responsibilities.
- Responds to requests to speak on science and conservation topics.

- Assists with public relations, media contacts, and developing broad public support for Montana Audubon's science and conservation campaigns.
- Contributes to website maintenance, as well as Montana Audubon publications, newsletters, social media, and e-newsletters.
- Facilitates the development and implementation of chapter-based conservation and citizen science campaigns, programs, and projects.
- Works to strengthen and develop our statewide activist network (for all conservation work).
- In collaboration with other staff, researches and secures a sustainable revenue stream to support Montana Audubon's conservation programs, including grant writing and reporting.
- Supports Montana Audubon by soliciting gifts, developing prospective donors, and conducting various other fundraising activities (e.g., Birdathon), including leading field trips and tours, and giving presentations to existing and prospective donors.
- Attends and participates in Montana Audubon staff and Board meetings.
- Actively participates in organizational planning processes, prepares annual program budget, as well as periodic progress reports.
- Actively works to fully integrate all of Montana Audubon's programs.
- Leads Montana Audubon's work to become a carbon-neutral organization.
- Assists with day-to-day affairs of the organization, as needed.

**QUALIFICATIONS:**

- M.S. in Avian Ecology, Wildlife Biology, Conservation Biology or related field.
- Minimum 5 - 7 years of experience in wildlife or avian conservation, natural resource management or related field, and at least 3 years management experience, specifically leading professional teams and programs.
- Extensive knowledge of birds, their natural history and conservation, as well as broad knowledge of Montana's biotic communities.
- Strong commitment to the value of, and previous experience supporting citizen science.
- Knowledge and appreciation of the culture, values, and key conservation and policy issues affecting Montana and its avian and wildlife communities.
- Proven fundraising experience, including writing and managing grants, and cultivating and soliciting individual donors, foundations and other funding entities.
- Self-motivated and willing to work in a flexible, non-structured environment.
- Strong leadership skills and commitment to work as an effective team player.
- Proven oral and written communications skills, with the ability to summarize complex scientific information for technical and non-technical audiences.
- Ability to develop effective partnerships with a wide variety of people, including corporate, government and foundation leaders, landowners, scientists, other NGO leaders, and volunteers.
- Proficiency with Microsoft Office and social media necessary; GIS skills preferred.
- Willingness to conduct in-state travel, occasional out-of-state travel, and be comfortable working evenings and weekends. A valid Montana driver's license is required.
- Ability to work outdoors, in all weather conditions and in varying terrain, and carry field equipment, with or without accommodation.

**LOCATION:** Main office is in Helena, Montana; location somewhat negotiable.

**COMPENSATION:** \$45,000 to \$50,000, depending on experience. Excellent benefits.