

GRAND CANYON TRUST

JOB DESCRIPTION

<u>Job Title:</u>	Utah Forest Program Associate
<u>Location:</u>	Flagstaff, Arizona
<u>Position:</u>	40 hours per week
<u>Supervisor:</u>	Utah Forest Program Manager
<u>Date:</u>	October 6, 2009
<u>Prepared by:</u>	Rick Moore
<u>Salary Range:</u>	\$40,000 – \$50,000 plus benefits

General Description

The Utah Forest Program Associate works closely with the Utah Forest Program Manager to develop and implement the Utah forest projects identified in the Grand Canyon Trust strategic plan and annual work plans. The Utah Forests Program focuses on field research that is directly linked to policy initiatives that have the goal of advancing science-based restoration and conservation of the three national forests of southern and central Utah. The program coordinates with state, regional and national conservation organizations and seeks to maintain professional, respectful relationships with the U. S. Forest Service and other government agencies while advocating for needed policy and management changes.

Program Goals

- ~ *Significantly altered management of southern Utah's three Colorado Plateau national forests (Dixie, Fishlake, and Manti-La Sal) to better retain and restore the forests' native species and natural systems.*
- ~ *Local, state, and national communities are engaged in protecting these three forests.*

Duties and Responsibilities

Project Design, Management, and Implementation

- ~ Work closely with the Utah Forests Program Director to conceive, develop, manage, and implement conservation projects on the central and southern Utah National Forests
- ~ Ability to propose practical alternatives to current forest management and policy as needed to improve the ecological integrity of the national forests
- ~ Develop field research strategies that are grounded in sound science and that can be implemented using data collected by trained volunteers.
- ~ Develop and strategically advocate for policy and land management changes necessary to better protect the integrity of the three national forests in southern and central Utah.

- ~ Work with the Utah Forests Volunteer Coordinator to plan volunteer field trips, lead the trips, and supervise data collection.
- ~ Analyze data gathered in the field, prepare compelling reports based on the field data to bolster GCT proposals for science-based land management, support the proposals with citations from scientific literature as appropriate, and actively reach out to the scientific/conservation community.
- ~ Work with other conservation organizations to develop alternatives for management in NEPA-based national forest projects and plans.
- ~ Participate in public and private meetings as a strong but respectful advocate for the Trust's position on the issues at hand.
- ~ Undertake other tasks assigned by the Utah Forest Program Manager or the Executive Director.

Fundraising

- ~ Assist in fundraising for Utah Forest Programs as directed by the Utah Forest Program Manager or the Trust's Executive Director. This includes preparation of proposals to foundations, individuals, and corporations, reporting on the use of grant funds received, and other fundraising tasks.

Communications

- ~ At the request of the Utah Forest Program Manager, provide updates to other staff members about the program; write *Advocate* newsletter articles; assist in keeping the Utah Forests Program's website updated; communicate as needed with all relevant partners and colleagues; work with public media; give public presentations as needed; and participate in outreach and education efforts.

Job requirements:

- ~ Highly motivated, a good problem solver, and willing to work in single-person office.
- ~ A graduate degree in a conservation-related scientific discipline
- ~ Five or more years experience in conservation and/or public lands advocacy
- ~ Quantitative field research experience
- ~ Ability to work constructively with a wide variety of constituents, members, volunteers, the general public, federal, state, tribal, and local government officials, and representatives of the private sector
- ~ Willingness to camp during field work and travel widely throughout south and central Utah on rough forest roads
- ~ Creative ability and an aptitude for innovation and creative strategic thinking
- ~ Good time management and organizational skills, including the ability to focus on a few high-priority projects and to keep them moving forward simultaneously and on schedule
- ~ Excellent writing and speaking skills

- ~ Enthusiasm, energy and a high level of commitment, including a willingness to do what is necessary to get the job done by traveling, and working weekends and evenings when necessary
- ~ Sense of humor and ability to thrive in potentially adversarial situations

THE GRAND CANYON TRUST IS AN EQUAL OPPORTUNITY EMPLOYER