

HABITAT PROJECT MANAGER

SCOPE AND PURPOSE OF WORK:

The Habitat Project Manager will develop and advance land restoration and enhancement projects consistent with Huron Pines’ vision and mission and as outlined in Huron Pines’ programmatic strategic plans. This includes developing relationships with public land managers and private landowners and associations to promote the benefits of healthy, high-diversity habitats across northern Michigan. Improving healthy habitats through native seed propagation, prescribed fire, invasive species removal, grassland enhancement, and forest stand improvements are part of this position. Work will be coordinated through a variety of partner networks and partnership agreements and complement and support the organization’s priorities. The Habitat Project Manager will research and synthesize the advancements in knowledge and understanding on relevant topics; develop restoration plans; serve as a technical resource for landowners and project partners; and develop reports for project work.

The Habitat Project Manager will work closely with the organization’s Program Directors to identify resource stewardship needs and build support among agency partners and the public to address those needs. They will collaborate in developing communications and community engagement efforts and will be diligent in obtaining all permits, and permissions and ensure compliance with laws and regulations. Maintaining professional integrity and internal/external collaboration while furthering Huron Pines’ mission in natural resource protection and management is a fundamental component of this position. As a member of the Huron Pines staff, they are expected to assist on projects and collaborate across programs, participate in meetings, follow laws, regulations, and internal and external policies and procedures.

LOCATION: Gaylord, MI

RESPONSIBLE TO: Conservation Stewardship Director

POSITION DUTIES AND RESPONSIBILITIES:

<p>Manage Habitat Restoration Projects</p> <p>Implement projects that advance the restoration of Northern Michigan’s natural communities by working with agency partners, NGO’s and landowners (e.g. manage and refine techniques that ensure the protection and expansion of native seed populations, increase early successional habitat, promote prescribed burning.)</p> <p>Coordinate with staff and partners on systematic, strategic approaches to restore natural communities and enhance wildlife habitat benefits and develop demonstration projects. Manage, bid process, contractors, compliance and all reporting to complete habitat restoration work such as ecological monitoring, timber harvest, and forestry mowing operations.</p>	<p>70%</p>
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<p>Oversee and participate in native grassland restoration projects in priority landscapes, ensure accurate records of seed collections and oversight of seed cleaning, storage and propagation.</p> <p>Collaborate with other HP staff to coordinate partner meetings, field tours and meaningful outreach and engagement experiences to advance stewardship principles and garner public support.</p> <p>Oversee hazardous fuels management efforts in cooperation with partners. Assist in related field work including fuels monitoring, firebreak preparation and prescribed fire.</p> <p>Track project impact and grant deliverables, manage contracts and partnership agreements and obtain permits and permissions for work.</p> <p>Research tools and techniques to facilitate scaling up restoration efforts in a cost-effective manner.</p>	
<p>Support Huron Pines Priorities</p> <p>Participate in the training and orientation of new stewardship staff.</p> <p>Inform annual work plans and help develop strategic approaches and goal setting, identify opportunities for Huron Pines to achieve greater impact.</p> <p>Communicate proactively by sharing ideas, opportunities, issues, stakeholder concerns, scheduling changes and resource management needs with other HP staff.</p> <p>Participate as necessary in fundraising, public communications, education and volunteer efforts and assist staff with projects to promote HP through media and community outreach.</p> <p>Help to support staff and the organization by exploring funding opportunities, leading grant writing efforts and leveraging and expanding support through partnerships.</p> <p>Participate in interdisciplinary teams, Provide guidance and support to project staff, manage capacity and expectations through clear communication with supervisor and staff.</p> <p>Identify professional development goals and create a professional development plan.</p>	30%

Required Qualifications:

- Relevant Bachelor’s degree from an accredited college or university
- Experience (5+ years preferred) managing and/or implementing natural resource projects including a leadership position or an equivalent combination of education and experience.
- Experience facilitating conversations and negotiating agreements with public agency partners and private landowners
- Excellent written and verbal communication skills.

- Enthusiasm for working outdoors and willingness to adapt daily work schedule to accommodate changing weather conditions.
- Ability to pass a physical fitness test requiring walking 2 miles in 30 minutes while carrying a 30 pound backpack.
- Ability to identify native and invasive plant species common to the state of Michigan.
- Ability to follow office etiquette, being respectful of other staff, dressing appropriately, and following Huron Pines employee handbook and guidelines
- Experience in using GPS, reading maps, and using Microsoft Office and Google Suite
- Ability to balance field and office work without sacrificing the quality of either
- Must maintain a valid driver's license and eligibility to operate Huron Pines vehicles
- Ability to pass a background and/or security check

Preferred Qualifications:

- Master's degree in Ecology or closely related field
- Familiarity with GIS and experience making maps and performing spatial analysis.
- Certification as wildland firefighter type 1 (FFT1) and experience in prescribed fire and/or wildland fire suppression or willingness to obtain it
- Working knowledge of Michigan's natural communities, forestry and/or wildlife management concepts
- Experience working with herbicides, including safety, storage, mixing, and application
- Experience operating watercraft, off-road vehicles, and pickup trucks while towing trailers
- Demonstrated ability to handle multiple tasks, prioritize workload and respond with flexibility to changing project needs

This is an exempt position. The starting annual salary begins at \$50,000 and is commensurate with qualifications and experience. Typical work schedule is generally Monday through Friday, 8 hours a day, with alternate off-season scheduling possible, occasional weekend work required. Employees receive ten paid holidays, paid leave, cell phone plan, access to health care plans, short term disability and other benefits according to the Employee Handbook. Huron Pines will provide a vehicle for work tasks, but if needed the employee will be reimbursed for the use of their personal vehicle. By applying for this position, you are certifying that all of the statements made in this application are true, correct, and complete to the best of your knowledge.

Please direct all questions about the position and send application materials including cover letter, resume and 3 references to Tonya Ouillette, info@huronpines.org with the job title in the subject line. Position will remain open until filled with interviews expected to begin in September 2023.

Huron Pines provides equal employment opportunity and will not discriminate against an individual with respect to employment, compensation, term, condition, or privilege of employment, because of religion, race, color, national origin, age, sex (including pregnancy, gender identity and sexual orientation), sexual preference, height, weight, disability, genetic information, marital status or other legally protected status.