

## National Audubon Society

### Position Description

<b>Position Title:</b> Conservation Coordinator	<b>Location:</b> Elgin, Arizona
<b>Department:</b> Appleton-Whittell Research Ranch	<b>Immediate Supervisor:</b> Director of the Research Ranch

#### **Position Overview:**

The Appleton-Whittell Research Ranch is an 8,000 acre sanctuary for native plants and animals and an ecological field station. The Conservation Coordinator (CC) reports directly to the Director of the Research Ranch. Goals of the Research Ranch focus on stewardship, science and outreach. The CC will coordinate and integrate stewardship, science and outreach activities to protect the integrity of the Research Ranch as a sanctuary for native plants and animals, to provide a reference area/control for scientific study, and will insure that there are no conflicts or negative impacts to the sanctuary by science (research/monitoring) and outreach (education and policy) activities. The CC is responsible for the development and application of sound stewardship policies and practices to protect the Research Ranch (including sanctuary and infrastructure).

The CC's primary responsibility regarding stewardship is to develop and apply appropriate Adaptive Management Principles, based as appropriate on the Open Standards for the Practice of Conservation ([http://www.conservationmeasures.org/wp-content/uploads/2010/04/CMP\\_Open\\_Standards\\_Version\\_2.0.pdf](http://www.conservationmeasures.org/wp-content/uploads/2010/04/CMP_Open_Standards_Version_2.0.pdf)) to the 8000 acre facility (including infrastructure), specifically, but not limited to: planning and implementation of fire management activities (i.e. prescribed fire, FireWise, road); security of land and infrastructure (i.e. cross-border traffic, trespass); and invasive species issues (i.e. prevention, early detection - rapid response).

A very important aspect of the CC position will be his/her role in outreach – specifically environmental education. The CC will work with other staff in development and scheduling of events, field trips, and educational material that will advance the missions of Audubon and the Research Ranch while maintaining the integrity of the Research Ranch.

The CC will align the Ranch with Audubon's goal of reducing € greenhouse gas emissions. To this effect, the CC will pursue funding through grants and contributions to upgrade existing Research Ranch facilities and develop educational program (web based, workshops, print material) to be incorporated into the Ranch's "Living Gently on the Land" educational effort. The CC will cultivate relationships with policy makers on Federal, State, and local levels to promote mechanisms to reduce carbon emissions.

The Conservation Coordinator is required to reside on-site in housing provided by Audubon as a condition of employment to properly perform functions of protecting and securing the land, buildings, equipment and wildlife at the Research Ranch and of public contact. The 1 story adobe house was built in 1946, has 3 bedrooms, 2 baths, living room, kitchen, and laundry and is in good condition. This home is located at 366 Research Ranch Road, Elgin, Arizona 85611, adjacent to the Grassland Center/Office. Utilities will be paid by Audubon, with the exception of a private land telephone line, which, if desired, will be paid for by the employee. The housing is provided for use by the employee and his/her immediate family and is not shared by other Audubon employees.

The work schedule varies somewhat with season, events, and tasks. Some weekend and evening work is required. The CC will share 24/7 “on call” with the Director and other staff.

**Primary Duties:**

-Ensure the biotic and abiotic integrity of the Research Ranch is protected and maintained by developing and implementing a dynamic conservation plan for the sanctuary using Adaptive Management Principles to identify threats and mitigation strategies. Research and outreach activities should be considered as potential threats and the CC must balance and reconcile the conflicting needs and impacts of these activities with protecting the sanctuary.

-Protect native species and ecosystems by detection and appropriate treatment of invasive, non-native species. The CC must stay abreast of the current literature that outlines potential threatening species, devise and implement monitoring techniques for detection, take appropriate action, and document the effectiveness of such actions. CC must have a “Certified Pesticide Applicator” license issued by the Arizona Department of Agriculture and will be listed as an agent on the Scientific Collection Permit issued to the Director of the Research Ranch by the Arizona Game and Fish Department. The CC must be willing and able to take appropriate steps to treat invasive species, actions including but not limited to application of pesticides, mechanical treatments or lethal removal of vertebrate and non-vertebrate animals. CC will represent the Research Ranch in appropriate public, agency and academic functions including symposia, workshops and hearings that are associated with non-native, invasive species. Treatment of invasive species must be coordinated with on-going and future research projects.

-Promote Audubon’s strategic goal to reduce carbon emissions through development and application of “green principles” to the Ranch’s activities and facilities to establish the Ranch as a model for sustainability. The CC will be in charge of the operation of the various existing and planned renewable energy systems including the planned 8.4 kW PV array on the Grassland Center and 5.4 kW PV array at the Researcher housing complex, as well as wind and solar powered pumps at wildlife waterers. The CC will pursue funding sources (grants, contributions) to enhance energy conservation and energy efficiency strategies and will assist with development of and presentation of educational material related to “green principles.”

-Monitor safety and security of the property. Report all illegal or suspicious activities taking place on the property to proper law enforcement authorities (U.S. Border Patrol, Arizona Game and Fish Dept. Santa Cruz Co Sheriff). Protect Audubon's infrastructure on the Research Ranch by providing security and routine maintenance to the sanctuary and structures. This will include maintaining the 17-mile perimeter fence, roads, wells, and general upkeep of the buildings.

-Promote natural fire regime via active participation of planning efforts including but not limited to the Greater Huachuca Mountain Fire Management Team (USFS, BLM, AZ State Fire, TNC and others). Assist with development of burn plan for the Research Ranch by BLM, with responsibility for ensuring integrity of sanctuary and research values. CC will bear responsibility for maintaining the Research Ranch as part of the ARR-Babacomari Firewise Community, including development of defensible space around structures, training, and outreach events.

-Develop and implement appropriate annual budget for land stewardship and infrastructure maintenance including but not limited to fire management, invasive species treatment, monitoring, fencing, waters and roads.

-Take primary responsibility for monitoring of abiotic factors on the Sanctuary, including depth-to-groundwater, precipitation, erosion issues, and assist with monitoring of biotic factors including but not limited to vegetation and native vertebrates.

***Secondary duties:***

Supervise volunteer crews and temporary workers as needed.

Support research projects as needed.

Other duties as necessary and appropriate.

**Relationships:**

Internal: Director of the Research Ranch and other permanent staff, volunteers and volunteer work crews, and temporary maintenance workers as needed, interns, scientists.

External: CC will work closely with a range of non-Audubon individuals depending on the issue:

Responsibilities associated with fire: other members of the Greater Huachuca Mountains Fire Management Group, U.S. Forest Service, Bureau of Land Management, Sonoita-Elgin Fire District, State Trust Land Fire, neighbors.

Responsibilities associated with security: U.S. Border Patrol

Responsibilities associated with other stewardship, science and outreach issues: Arizona Game and Fish Department; U.S. Fish and Wildlife Service; Natural Resources Conservation Service; Santa Cruz County Conservation District; County of Santa Cruz, AZ officials, scientists, funding sources, workshop experts and participants, and other visitors.

### **Equipment:**

Must be able to operate field vehicles, tractor and accessories, survey equipment, power tools and hand tools. Equipment provided by Audubon.

### **Qualifications:**

- Degree in field related to natural resources plus a minimum of 5 years experience in management position within that field OR minimum of 10 years experience in management of ecological field station or business associated with large acreages (i.e. park, farm, ranch)
- Experience with the principles of Adaptive Management.
- Experience with or demonstrated strong interest in renewable energy systems and/or energy efficiency rehabilitation.
- Experience in general maintenance and security of buildings and grounds.
- Ability to drive (including 4-wheel drive) and to provide basic maintenance to passenger vehicles, light tractors and accessories.
- Current, valid driver's license
- Good written and verbal communication skills.
- Computer experience to include Microsoft Word and Excel, and e-mail.
- Field background with native plants and animals is desirable but not essential.
- Conversational Spanish desirable but not essential.
- Ability to work some evenings and weekends as needed.

### **Physical Requirements:**

This position is, at times, physically demanding. Long days are sometimes necessary. Applicant must be able to work outside in temperatures ranging from below freezing to above 100 degrees. Treatment of invasive species may include the application of chemicals (*i.e.* carrying a heavy backpack sprayer).

### **Other Requirements:**

The successful applicant must:

- Pass a criminal background check
- Be legally able to work in the United States.
- Sign an occupancy agreement regarding housing.

Interested parties should send resume (including at least three references) and cover letter to [researchranch@audubon.org](mailto:researchranch@audubon.org).

**Salary:** Low \$30Ks, depending on qualifications and experience, plus benefits.

*Audubon promotes a diverse workplace and is an equal opportunity employer. It is the policy of the National Audubon Society to employ the person best qualified for the job regardless of race, color, religion, age, sex, sexual orientation, national origin, disability (handicap) or marital status.*