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| **JOB DESCRIPTION** | |  |
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| **JOB TITLE** | Jed Wright 2020 Fellow |
| **JOB FAMILY** | Conservation |
| **JOB NUMBER** | 450002 |
| **SALARY GRADE** | 2 |
| **STATUS** | Hourly |
| **DATE** | January 2020 |
| **ABOUT  US** | Founded in 1951, the Nature Conservancy is a global conservation organization dedicated to conserving the lands and waters on which all life depends. Guided by science, we create innovative, on-the-ground solutions to our world's toughest challenges so that nature and people can thrive together. We are tackling climate change, conserving lands, waters and oceans at unprecedented scale, providing food and water sustainably and helping make cities more sustainable. One of our core values is our commitment to diversity. Therefore, we strive for a globally diverse and culturally competent workforce. Working in 72 countries, including all 50 United States, we use a collaborative approach that engages local communities, governments, the private sector, and other partners. To learn more, visit www.nature.org or follow @nature\_press on Twitter.  **JED WRIGHT FELLOWSHIP FOR RIVER HEALTH**  Jed Wright worked for the US Fish and Wildlife Service in Maine as the project leader for the Gulf of Maine Coastal Program. Jed cared deeply about rivers, fisheries, and partnerships and finding solutions that made the world a better place. Through the Jed Wright Fellowship for River Health, we can instill Jed’s conservation ethic in future generations while providing a pathway for a cohort of future graduates from underrepresented backgrounds to learn firsthand about conservation work help Maine’s rivers and communities. | |
| **ESSENTIAL FUNCTIONS** | This is preferably a **14-week** **full time** seasonal position beginning June 4, 2020; however, we have some flexibility on start dates and will consider a Fellow that needs a slightly shorter assignment  The **Jed Wright 2020 Fellow** will work closely with TNC staff, the Atlantic Salmon Federation, and other conservation partners to gain on-the-job experience and skills directly applicable to river and aquatic restoration in Maine. Job tasks may include: coordination of field work logistics; conducting surveys and monitoring at and around culverts; site data entry and quality control, photo file management, operating total station survey equipment, tablets and GPS field equipment; attending meetings with partners; restoration site visits; fish surveys; outreach and education to the public etc. This position will require some travel time, which may include overnights, and possible work in remote locations. | |
| **RESPONSIBILITIES & SCOPE** | * Typically works as part of a team of two or more. * Flexible in daily schedule and travel demands with some travel required and possible overnights. * Work in variable weather conditions and at times on difficult and hazardous terrain under physically demanding circumstances. * Works under infrequent supervision. Makes day to day decisions as delegated by supervisor. * Assists, plans, and implements field data collection using tablets; completes data entry and photo management; Performs on-site quality control as well as checks of data entry and management. * Navigates around Maine watersheds. * Acts as a positive ambassador for The Nature Conservancy and Atlantic Salmon Federation, and other partners working with towns, rural communities, large private landowners and other natural resource agencies and conservation organizations. * Delivers an oral presentation reflecting on individual Fellowship experience at the end of the season. | |
| **MINIMUM QUALIFICATIONS** | * High school diploma or GED. * Ability to perform demanding physical work outdoors, sometimes under adverse conditions. * Experience working independently and as part of a team. | |
| **PREFERRED KNOWLEDGE, SKILLS & EXPERIENCE** | * Multi-cultural, multi-lingual skills, or cross-cultural experience; a Fellow who can bring a perspective to our work that is different from what is represented by much of our staff. * **Students enrolled in a vocational, 2, or 4-year college program, preferably in a science field, are encouraged to apply.** * Experience or training in science or engineering related field. * Experience entering data and managing data storage and web up/down-loads. * CPR and first aid training. * Keen desire to expand skills and experience in the environmental field. * Excellent communication skills (in-person, phone, email). * Demonstrated attention to detail and thoroughness. * Ability to read, interpret, and navigate in remote locations using road and topographic maps, aerial photos, and other sources of mapped information. * Experience using technology (i.e. tablets, GPS) to record data. * Meticulousness with data entry, quality control and management of files. * Knowledge and familiarity with Maine geography, natural history, and fish, wildlife, and plant identification. * Experience with Microsoft Office and Google Docs. * Experience living, working, and driving in remote settings. | |

**ORGANIZATIONAL COMPETENCIES**

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| **Builds Relationships** | Builds productive relationships by interacting with others in ways that enhance mutual trust and commitment. |
| **Collaboration & Teamwork** | Works collaboratively with stakeholders across levels, geographies, backgrounds, and cultures to improve decisions, strengthen commitment, and be more effective. |
| **Communicates Authentically** | Communicates proactively and in a timely manner to share information, persuade, and influence with the appropriate level of detail, tone, and opportunities for feedback. |
| **Develops**  **Others** | Takes ownership to help develop others’ skills, behaviors, and mindsets to help them maximize their workplace contributions. |
| **Drives for**  **Results** | Sets challenging goals and objectives based on a strong sense of purpose and high-performance standards and steadfastly pushes self and others for tangible results, while ensuring work-life balance. |
| **Leverages Difference** | Demonstrates commitment to harnessing the power of differences strategically; consistently sees, learns from, and takes strategic action related to difference; and demonstrates the self-awareness and behaviors to work across differences of identity and power respectfully and effectively with all stakeholder. Actively seeks to build and retain a diverse workforce and fosters an equitable inclusive workplace by drawing upon diverse perspectives. |
| **Systems**  **Leadership** | Thinks and acts from a broad perspective with a long-term view and an understanding of 1) the dynamic nature of large-scale challenges and 2) the need for integrating five key practices: skillfully engaging appropriate people; providing a clear process for change; taking a holistic view of situations; focusing on a small number of strategic actions, while learning from and adapting them over time; and being aware of how one’s own thinking or patterns of behavior may be limiting change. |

*This description is not designed to be a complete list of all duties and responsibilities required for this job.*

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