



IDAHO CONSERVATION ASSOCIATE

Reports to:	Idaho Conservation Coordinator
Location:	Driggs, Idaho
Supervises:	Not Applicable
Position Status:	Full-Time, Exempt
Last Update:	July 2017

The Idaho Conservation Associate (ICA) plays a key role in conserving and protecting lands, waters and wildlife in the Idaho portion of the Greater Yellowstone Ecosystem. Under the supervision of GYC's Idaho Conservation Coordinator (ICC), the ICA is primarily responsible for working with local residents, key community leaders, agency officials, key decision makers and allies to build a broad base of support for community-based campaigns that protect the wildlands and iconic wildlife of southeast Idaho. The ICA assists the ICC in developing and executing GYC's campaign strategies in eastern Idaho and the Teton Region. The ICA will be responsible for carrying out key components of GYC's public education, communication and outreach regarding the conservation and protection of the lands, waters and wildlife of eastern Idaho, as well as shaping local, state and federal policies for the protection of such. Duties include organizing public events and on-the-ground projects, building successful partnerships with landowners and state/federal agencies. The position will be involved in proactive, landscape scale conservation for iconic species and landscapes. S/he will represent GYC at state legislative sessions, with government agencies and elected officials, the media and with the organization's funders and member base. Teamwork is a core competency at GYC, making close coordination between GYC's other offices and departments an essential duty of this position.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Assist with the development and implementation of strategies that influence the conservation and management of GYC's lands, waters and wildlife initiatives.
- Work with the Idaho Conservation Coordinator to develop and implement campaigns that furthers GYC's mission in Idaho.
- Organize, mobilize and facilitate local citizen action and involvement on priority wildland and/or wildlife issues in Idaho using grassroots organizing methods, such as recruiting local leaders and volunteers and developing and implementing a public communications campaigns.
- Plan and implement outreach and educational events that highlight the importance of conserving and protecting the wild lands of eastern Idaho and expands GYC's support base throughout the region.
- Provide analysis, written comments, strategic input and, where necessary, administrative appeals of land and wildlife management agency actions or decisions.
- Help develop outreach and media strategies that build support for conserving and protecting wild lands and wildlife in Idaho including newsletter articles, alerts, social media pieces and opinion/editorial pieces
- Serve as a key staffer on Idaho land conservation issues

- Develop close working relationships with GYC members, other conservation groups, agency personnel and community leaders
- Performs other duties as assigned by the Idaho Conservation Coordinator
- Be an active participant in achieving GYC's development goals

QUALIFICATIONS

- Experience in land conservation/advocacy work and a bachelor's degree in a relevant field of study (experience may substitute for a degree)
- A minimum of 2-3 years of experience in grassroots citizen action, working with volunteers and event planning
- Ability to organize workload, manage time and work independently
- Ability to lead and coordinate diverse groups, individuals and personalities
- Ability and willingness to work in partnership with a range of stakeholders
- Familiarity and understanding of public land and wildlife issues in rural landscapes, preferably in Idaho, Wyoming or Montana
- Outstanding verbal and written communications skills, including public speaking
- Experience working with local, state and federal agencies
- Ability to work and thrive in a field office setting and maintain consistent communication with Headquarters and other offices throughout the region
- Ability to work well under pressure and with rapidly changing and emerging issues and priorities
- Excellent strategic and problem solving skills and the ability to think creatively
- Willingness to travel, primarily in the region
- Commitment to the mission and goals of the Greater Yellowstone Coalition

PHYSICAL DEMANDS AND WORKING CONDITIONS

- Business office environment with low to moderate noise
- Work on a computer, and use a telephone, copy machines, and other general office equipment
- Lift and carry up to 25 pounds
- Some travel, generally by car

Employee's Signature

Date

Supervisor's Signature

Date