Wyoming Conservation Coordinator

**Reports to:** Deputy Director of Conservation  
**Location:** Any GYC Wyoming office or mutually agreed location in western Wyoming  
**Supervises:** Intern(s), Associate(s) and/or Contractor(s)  
**Status:** Full-Time, Exempt  
**Last Update:** April 2022

**Scope of Organization**
Greater Yellowstone Coalition (GYC), named one of *Outside Magazine’s* Top 100 places to work two years in a row, seeks a Wyoming Conservation Coordinator to lead work with communities, tribes, agencies, partners, and stakeholders to conserve the Greater Yellowstone Ecosystem (GYE). The GYE is a remarkable natural landscape: home to a complete array of native wildlife including grizzly bears wolves, bison, elk and other species, the headwaters of the west, a significant place in the history of conservation, and of deep importance to Native Americans who have made this place home since time immemorial.

**Scope of Responsibilities**
The Wyoming Conservation Coordinator is a senior level position that provides strategic leadership for GYC’s efforts to protect lands, waters, and wildlife within the Wyoming portion of the Greater Yellowstone Ecosystem. The WCC develops and implements programs that achieve GYC’s long-term conservation goals. Specifically, the WCC leads GYC’s work in conserving key public lands and improving habitat connectivity, reducing human-wildlife conflict, and shaping local, state, and federal policy decisions. The WCC builds and maintains effective relationships with organizational partners, including agency staff, elected officials at all levels, landowners, Indigenous communities, and GYC supporters. The WCC collaborates and coordinates across the organization’s departments (conservation, communications, development) to ensure programmatic priorities in Wyoming align with GYC’s overarching strategic priorities. The position provides direction to and supervises Wyoming-based staff and contractors responsible for campaigns and projects.

A key duty of the WCC is helping to develop conservation goals for GYC’s work in Wyoming and planning and implementing effective strategies that advance the organization’s mission. This includes overseeing activities related to agency planning processes, legislation and policy making at the state and federal level, participation in local collaboratives and partnerships, and implementing on-the-ground projects. The WCC represents GYC with government agencies and elected officials, the media, and with funders and supporters. Teamwork is a core competency at GYC, making close coordination between the organization’s other offices and departments an essential duty of this position. The WCC works under the supervision of the Deputy Conservation Director and is a thought-leader and critical member of GYC’s senior conservation team.

**Essential Duties and Responsibilities**
- Help set conservation goals for the Wyoming portion of Greater Yellowstone that align with GYC’s strategic plan goals.
- Lead implementation of programs and campaigns that achieve those goals through a broad range of tools, such as policy adoption, legislation, legal avenues, advocacy, collaboration, incentive-based approaches, and other innovative strategies.
- Effectively coordinate internal and external activities that focus on issue areas such as public land...
conservation, reducing human conflicts with wildlife, and enabling natural processes like wildlife migration.

- Develop respectful and effective working relationships with partner organizations, Tribes, agency personnel, community leaders, and others as strategies require.
- Work with Communications staff to develop and implement outreach and media strategies targeting the right audiences and producing compelling stories that advance GYC’s work.
- Assist the Development Department in achieving GYC’s fundraising goals through grant writing, foundation solicitation, and donor cultivation as needed.
- Supervise associate-level staff, interns, and independent contractors in implementing priority campaigns and on-the-ground projects.
- Represent and be a spokesperson for GYC in Wyoming.
- Participate actively in internal goal setting and planning efforts.
- Commitment to professional growth, diversity, equity, and inclusion, and the mission of GYC.

**Qualifications**

- A bachelor’s degree in a relevant field of study, advanced degrees preferred (experience can substitute if highly relevant).
- A minimum of 5-7 years of experience working in non-profit, advocacy, or political organizations, preferably on conservation or natural resource management issues (familiarity with Idaho, Montana, or Wyoming preferred).
- At least 3 years of experience successfully managing people and supervising, evaluating, and training direct reports.
- Proven ability to set goals, develop plans, and implement advocacy campaigns to influence public processes, such as agency rulemaking, or legislation.
- Experience working in a dynamic political environment and representing an organization with elected officials and other key players.
- Proven ability to build relationships and find consensus with stakeholders holding diverse perspectives such as landowners, agency representatives, Indigenous communities, and legislators on controversial issues.
- High aptitude for reviewing and synthesizing best available science and other sources of knowledge and information to craft strong policy positions.
- Exceptional written and verbal communication skills, including public speaking and one-on-one.
- Demonstrated project management skills in taking strategies from plans to successful completion.
- Excellent strategic/critical thinking and problem-solving skills.
- Flexible and adaptable in a fast-paced environment and ability to make sound, timely decisions.
- Experience managing and tracking operational expenses and budget.
- Experience using Microsoft Office and willingness to use shared project software/programs (GIS skills a plus, but not necessary).

**Work schedule and travel obligations**

- Willingness to travel, primarily in the region (valid driver’s license required).
- Ability to occasionally work weekends and nights as needed.

**Compensation**

- Salary range: $70,000–77,000 DOE
- Employer paid health premiums for employees and contributions for dependents, spouses, and domestic partners.
- Employees can elect to have additional premiums for vision, dental, life, and long-term disability.
- Generous time-off: vacation, sick, personal, paid holidays, and sabbatical.
- Tuition reimbursement program.
- Employer contribution to profit sharing retirement plan.

**Physical Working Conditions**

*GYC is committed to honoring and improving accommodations within our existing infrastructure.*
• Business office environment with moderate noise.
• Will sit or stand at a desk and move between offices. Accommodations can be made.
• Work on a computer, use a telephone, and other general office equipment.
• Lift and carry up to 25 pounds. The use of a dolly, cart, etc. is available. Accommodations honored and assistance from other staff are strongly encouraged.
• This position will require 10-20% travel, mostly by car, within the region.
• GYC is currently operating under a hybrid-remote work setting due to the pandemic.

Employee Signature

Date