



JOB ANNOUNCEMENT

Conservation Program Director

March 3, 2008

The California Native Plant Society (CNPS) is seeking a conservation advocate to lead the Conservation Program. The Conservation Program Director position requires a highly organized and visionary individual to lead, develop and implement the Conservation Program. The Conservation Director works with CNPS volunteers and staff to develop and promote policies relevant to plant conservation in California. The Conservation Director also participates in public outreach to diverse constituencies to promote CNPS plant conservation policies. The Conservation Program Director also is responsible for fundraising to support the Society's conservation goals. The Conservation Director reports directly to the Executive Director.

Background (www.cnps.org)

The California Native Plant Society (CNPS) is a statewide non-profit conservation organization, founded in 1965, with approximately 10,000 members in 33 chapters, and 12 full and part-time staff. The mission of CNPS is to increase understanding and appreciation of California's native plants and to conserve them and their natural habitats through scientific study, education, advocacy, horticulture, and land stewardship.

The Position

The California Native Plant Society (CNPS) is seeking a full-time Conservation Program Director. This position requires a highly organized and visionary conservation advocate to lead, develop and implement the Conservation Program. The Conservation Director works with CNPS volunteers and staff to develop and promote policies relevant to plant conservation in California. The Conservation Director also participates in public outreach. The Conservation Director reports directly to the Executive Director.

The Conservation Program Director is a full time, non-exempt "at will" position. Work locations are in Sacramento with required occasional travel and overnight stays for coordination meetings.

Experience, Education, & Skills

Minimum Qualifications

- MA/MS degree in conservation biology, natural resource management, botany, biology, or related field with coursework in botany
- Two to three years experience in the environmental conservation field that includes research and analysis of conservation plans or environmental policies. Broad regional botanical knowledge preferred

- Two-three years experience in conservation advocacy
- Knowledge of plant conservation laws and regulations, both State of California and Federal
- High degree of initiative and ability to work independently as well as part of the CNPS team
- Strong commitment and dedication to plant conservation
- Excellent written and oral communication skills
- Ability to speak publicly and provide testimony in a variety of forums
- Proficient computer skills particularly Word, Excel, Power Point
- Ability to work with a wide variety of people, including CNPS volunteers, agency personnel, academics, professional and amateur botanists and other stakeholders

Duties and Responsibilities

General:

- Analyze local and statewide plant conservation and land management issues, and formulate, recommend, and facilitate appropriate science-based actions on behalf of the Society.
- Conduct fieldwork and site visits, as necessary, to coordinate efforts to identify, protect and manage native plant communities and their habitats.

Laws & Regulations:

- Analyze and comment on NEPA and CEQA documents and other planning and policy documents.
- Monitor, analyze and comment on targeted Federal and State policies effecting plant conservation.
- Alert Society volunteers of the need for action (proactive or responsive) when appropriate.

Scientific Analysis:

- Research and maintain up-to-date scientific and legal information on plant conservation issues for use by CNPS staff and volunteers.
- Integrate information developed by the CNPS Plant Science Program into plant conservation practices.

Chapter Support:

- Respond to conservation needs of Chapters by providing support, strategic consulting, technical or legal information, and referrals, or by taking action on behalf of Chapters on specific issues.

Representation:

- Serve as the Society's lead representative on conservation and land management issues to State and Federal resource management agencies.
- Coordinate the Conservation Program's public outreach activities, including serving as a key representative to the media on conservation issues.

Program Management and Development:

- Identify and pursue funding opportunities to support the Conservation Program.
- Coordinate Conservation Program activities with the Society's Plant Science and Legislative Programs.
- Develop and implement an efficient filing system of both printed and electronic files.
- Produce regular reports for various CNPS newsletters, publications and meetings.
- Recruit, train, and supervise interns, staff, and volunteers within the program and coordinate their activities.
- Attend monthly staff meetings and at least one Chapter Council Meeting each year.

Scope of Work for the First Year**Network of Chapter Conservationists (0.15 FTE)**

The CD will create a regional or topical network of Chapter conservationists and advocates. For chapters where it is likely to be effective (e.g. southern California), the CD will organize regional meetings to bring together CNPS conservation volunteers. The purpose of the meetings are several fold including: 1) identify regional issues; 2) meet the conservation volunteers working in a region; 3) exchange conservation solutions and information; 4) inform the CD about the issues critical to each region and chapter; 5) identify common challenges and solutions that may suggest a statewide initiative. Meetings will be organized in a manner that allows for participation by phone in an effort to minimize travel for staff and volunteers. The CD will also recruit 1-2 volunteers from each region to serve as advisors in that region. Future regional meetings would be held annually and coordinated between the regional advisors and the CD. Regional Advisors will be available year round to provide assistance to people working on conservation issues or projects in the particular region.

Additional groups may be formed around specific topics that are of interest to several chapters. Such group meetings would likely be held by teleconference periodically throughout the year. The purpose of these topical meetings are similar to the regional meetings and include 1) exchange conservation solutions and information; 2) develop common and mutually beneficial strategies; 3) inform the CD about critical issues; 4) identify common challenges and solutions that may suggest a statewide initiative.

Chapter Assistance on Conservation Strategies (0.20 FTE)

The CD will provide advice on chapter conservation projects on an as requested basis. The purpose of this service is to provide support for a chapter's conservation efforts and to answer questions directly or to refer the chapter contact to an expert that can address the issue. The CD will also provide a link between chapter volunteers and agency personnel at regional and state levels and provide referrals to agency personnel as needed.

Native Plant Conservation in Fire and Fuels Management (0.35 FTE)

The CD would be responsible for developing a CNPS position or guidelines on fire and fuel management in urban-wildland interface areas that emphasizes plant conservation while recognizing public health and safety issues. The initial focus is on chaparral and woodland habitats close to urbanized areas and would include plant conservation areas close or adjacent to such urbanized areas. Conservation of rare species and the vegetation community as a whole will be emphasized in these habitats. Management practices of interest are vegetation removal for fire clearance around homes, vegetation removal in plant reserves adjacent to urban areas, application of prescribed fire, use and placement of fuels breaks, plant selection, and post wildfire management. Developing the policy and guidelines will require research of the scientific literature, interviews with experts, discussions with chapter volunteers, and others to develop a sound and well informed approach. Creation of a CNPS task force may also be used to develop the policy and guidelines. The CD will promote the policy or guidelines to targeted state and local agencies to be adopted as guidance on plant conservation in the face of fire and fuels management. The CD will work with interested chapters to help them in developing a strategy to promote the policy or guidelines in their local area. Depending on time commitments, the effort could be expanded to urban areas adjacent to forests and to wildland settings in general.

Planning the Next Conservation Initiative (0.20 FTE)

The CD will review the variety of issues facing native plant conservation statewide and determine which issues are critical for CNPS to address in the coming 2-3 years. This review will include interviews with CNPS volunteers, conservation experts including personnel from government and other conservation organizations, information gathered from the CNPS regional meetings, and other relevant sources. The selection of issues to work on will be based on a number of factors including likelihood of success, opportunities for partnership or collaboration, linkage to ongoing CNPS programs, and the unique expertise that CNPS can bring to issue resolution. An action plan, including funding sources, will be developed for the selected issue(s).

Administrative and Other Tasks (0.10 FTE)

Physical Requirements

The Conservation Program Director job may require prolonged sitting and use of computer and mouse, some standing and bending, use of library, online, and other materials for research, use of phone and email for communication, filing, occasional photocopying, occasional field work involving hiking and camping, and driving to meetings as necessary.

Additional Job Requirements

Work time is generally Monday through Friday with work to be performed between the hours of 8 am to 5 pm. Preferred work location is in Sacramento, California at the CNPS offices. A valid California driver's license and annual proof of car insurance are required.

Salary Range \$40,000 - \$50,000 depending on experience

Application Process

Interested individuals should submit a letter of interest, a *résumé*, and the names, phone numbers and email addresses of at least three professional references. Applications should be mailed to the attention of:

Amanda Jorgenson
Executive Director
ATTN: Conservation Program Director
California Native Plant Society
2707 K Street, Suite 1
Sacramento, CA 95816

No phone inquiries will be accepted. Applications may be faxed or emailed in order to meet the deadline, but an original application must also be mailed. The fax number is (916) 447-2727 and the email address is ajorgenson@cnps.org.

This position will remain open until filled.