

JOB DESCRIPTION

JOB TITLE	Conservation Practitioner I
POSITION TITLE	Laramie Foothills Conservation Assistant
JOB FAMILY	Conservation
JOB NUMBER	450001
SALARY GRADE	1
STATUS	Hourly
DATE	March 19, 2021



Protecting nature. Preserving life.

SUMMARY	The Laramie Foothills Conservation Assistant (LFCA) performs and participates in preserve operations, maintenance, monitoring, management, and visitation. This is a 10.5-week position starting June 7, 2021 through August 18, 2021.
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ESSENTIAL FUNCTIONS	The LFCA assists with the daily management and maintenance of The Nature Conservancy's Phantom Canyon Preserve ensuring completion of priority stewardship tasks and safe and enjoyable experiences for visitors. This person will gain valuable experience in local conservation efforts, collaborative conservation processes, outreach, and on-the-ground stewardship projects. Duties include working with staff and volunteers to: repair and maintain trails and fences; monitor rare plant species; maintain and repair buildings, tools, and equipment; remove and treat exotic species; greet and guide visitors; patrol, open, and close preserve buildings; respond to visitor inquiries; administer and coordinate volunteer days; participate in ongoing research projects.
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RESPONSIBILITIES & SCOPE	<ul style="list-style-type: none"> Interact with visitors outdoors, providing a safe and positive experience. Work in a team or independently following weekly supervisory guidance. Work in variable weather conditions, at a remote location, on difficult and hazardous terrain and under physically demanding circumstances. Perform work requiring considerable physical exertion and/or muscular strain. Position may include interactions with youth.
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MINIMUM QUALIFICATIONS	<ul style="list-style-type: none"> Must be a Colorado State University student working toward completion of an Environmental undergraduate degree program. High school diploma and 6 months of related experience. Experience operating various types of equipment in a safe and efficient manner (e.g. weed trimmer, hand tools, weed sprayers, iPad, Microsoft Word, etc.). Must be able to obtain related licenses or certifications as required. (e.g. First Aid, CPR, and driver's license).
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PREFERRED KNOWLEDGE, SKILLS & EXPERIENCE	<ul style="list-style-type: none"> Ability to work in a team setting, follow instructions from colleagues, and to demonstrate strong communication skills High level of responsibility and self-motivation. Experience working and communicating with a diverse group of people. Proficiency with Microsoft Office programs. Willingness to work long hours, holidays, and weekends as needed. Current valid driver's license and proficiency with standard transmission vehicles.
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ADDITIONAL INFORMATION	<ul style="list-style-type: none"> Must be a Colorado State University student working toward completion of an Environmental undergraduate degree program. This is a 10.5-week position starting June 7, 2021 through August 18, 2021. Housing is not provided.
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ORGANIZATIONAL COMPETENCIES	Communications	Effectively expresses messages verbally and in writing. Actively listens to others. Fosters open exchange of issues. Is timely with information.
	Flexibility & Innovation	Flexible to changing circumstances. Takes innovative approaches towards work. Takes calculated risks and makes dependable decisions in the face of uncertainty.
	Interpersonal Savvy	Maintains positive working relationships. Contributes to productive partnerships inside and outside the organization. Understands team member roles and values the contributions of others. Effectively deals with conflict.
	Open to Learning	Versatile learner and committed to self-improvement. Employs strengths effectively. Willingly shares knowledge with others. Seeks coaching on areas needing improvement. Adjusts behavior/performance as needed. Views mistakes as learning opportunities.
	Organizational Awareness	Understands the basics of our business. Knows how local job relates to the big picture & contributes to the overall strategy. Knows how/why things work inside TNC. Easily moves through internal networks and channels for success.
	Produces Results	Takes Initiative. Focuses on priorities. Strives for excellence. Is dependable and accountable for results. Persistent in the face of obstacles and meets deadlines.

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

The Nature Conservancy is an Equal Opportunity Employer. Our commitment to diversity includes the recognition that our conservation mission is best advanced by the leadership and contributions of men and women of diverse backgrounds, beliefs and cultures. Recruiting and mentoring staff to create an inclusive organization that reflects our global character is a priority and we encourage applicants from all cultures, races, colors, religions, sexes, national or regional origins, ages, disability status, sexual orientations, gender identities, military or veteran status or other status protected by law.