

## **Southeast Regional Coordinator with the Forest Stewards Guild**

The Forest Stewards Guild is hiring a full-time position in the Southeast! The *Southeast Regional Coordinator* will be based out of our Asheville, North Carolina office. The Coordinator will be supervised by the Southeast Regional Director, Nick Biemiller. The successful candidate will bring project support and field forestry skills to a variety of projects across the southeastern U.S., including ecological forestry in bottomland hardwoods and prescribed fire in upland shortleaf pine. **Candidates should have a passion for ecosystem restoration, an appreciation for the role of working forests and conservation, and experience in project management.**

### **Organization Description**

The Forest Stewards Guild, a national organization of foresters and allied natural resource professionals, is dedicated to practicing and promoting responsible forestry as a means of sustaining the integrity of forest ecosystems and the human communities dependent upon them. The Guild has 700 members, over half of whom are professionals who manage over 42 million acres of forestland in the United States and Canada. The Guild maintains regional offices in New Mexico, Colorado, Maine, Minnesota, North Carolina, Oregon, and Wisconsin.

### **Position Description**

The successful candidate will have a degree in forestry, ecology, natural resource management, or related field with professional experience. This individual will have excellent communication and written skills, be able to work alone outdoors in remote locations, and desire to support ecological forestry in the Southeast. The Guild is expanding rapidly in the Southeast, and the ideal candidate will possess the desire and abilities to expand the position and increase the Guild's regional presence. Previous experience in field forestry and fire management in the Southeast, coupled with project management experience, is highly desirable.

The Southeast Regional Coordinator will work on projects related to our shortleaf pine ecosystem restoration program in Tennessee and Kentucky, the Sandy Mush Forest Restoration Coalition in western North Carolina, conservation practices in bottomland hardwood forests of the Atlantic Coast and Lower Mississippi Alluvial Valley, and new projects as they arise.

The successful individual will:

- Prepare forest management plans and prescribed burn plans for public and private landowners.
- Design forest inventories, assess properties, and perform monitoring of forest properties.
- Write reports and grant proposals.
- Organize and analyze data in Microsoft Excel.
- Utilize ArcGIS to create maps and analyze forestland properties.
- Provide planning support for Forest Stewards Guild projects.
- Organize and lead public meetings and education and outreach events.

- Work with a diversity of partners across multiple states in the Southeast.
- Coordinate with project partners to meet planning, personnel, and equipment needs
- Perform tracking of project metrics, budgets, and match requirements.
- As needed and desired, may support Guild prescribed fire operations.
- Collaborate with staff, volunteers, and individuals from other organizations
- Work in variable weather conditions, in remote locations, and on difficult or hazardous terrain and / or in other physically demanding environments.

*Minimum Qualifications:*

- Clear verbal and written communication skills
- Ability to work both independently and with a team
- Solid technical writing skills
- Project management experience
- Self-direction
- GIS experience
- Bachelor's or master's degree in fire ecology, forestry, or other natural resources
- Effective knowledge of common software applications
- Experience in management plan and burn plan preparation
- Valid driver's license

*Preferred Qualifications:*

- Grant writing experience
- Field forestry experience in a variety of Southern forest ecosystems
- NWCG FFT2 fireline qualifications
- Knowledge or experience in bottomland hardwood forests
- Wilderness First Responder or higher medical qualifications
- Experience in community organizing and facilitating

The position pays \$19.50 per hour. Paid leave and paid holiday benefits are provided. Employer-sponsored comprehensive health care and dental care coverage is available after 60 days of continuous employment. Participation in a retirement plan with an employer match is available after 90 days. We will consider flexible work schedules to accommodate family or other commitments. The Forest Stewards Guild is an equal opportunity employer.

The Guild is dedicated to providing an open, transparent, and just organization and workplace. We strive for clear, open, and kind communication and are committed to recruiting, hiring, mentoring, and supporting practitioners from underrepresented communities.

**Location**

The position is based at the Guild's field office in Asheville, North Carolina. The opportunity to work remotely will be evaluated on a case by case basis for individuals with a proven record of successful independent remote work.

**Contact Us**

Interested applicants should submit a one-page cover letter, one-page writing sample, three professional references, and resume to Nick Biemiller ([nick@forestguild.org](mailto:nick@forestguild.org)) and Amanda Mahaffey ([amanda@forestguild.org](mailto:amanda@forestguild.org)) by close of business **September 16<sup>th</sup>, 2019**. Questions regarding this position can also be directed to Amanda at 207-432-3701. Please specify your earliest available start date.