

Subject: Coordinator, Ohio Bird Conservation Initiative

Ohio Bird Conservation Initiative Program Coordinator

About the Ohio Bird Conservation Initiative:

The Ohio Bird Conservation Initiative (OBCI) is a coalition of 102 non-governmental organizations, governmental agencies, and businesses that share a vision for the successful conservation of birds and their habitats in Ohio. Formed in 2004, OBCI coordinates the diverse skills and resources of its partners to deliver the full spectrum of bird conservation in Ohio. For information, visit our website at www.obcinet.org.

Position Description and Duties:

- Contract position with the Ohio Biological Survey, Columbus, OH. Salary is \$38,000 – \$40,000 annually, depending on qualifications.
- Facilitate multi-partner bird conservation initiatives within a diverse statewide coalition of more than 100 agencies and organizations in Ohio.
- Collaborate with partners to identify, secure, and manage grants and donations.
- Develop and maintain budgets and timelines for multiple concurrent projects, and track progress through quarterly and annual reports to board and stakeholders.
- Communicate with the public and partner organizations about bird conservation using multiple media types, including brochures, newsletters, press releases, social media, and webinars.
- Offer oral presentations for a variety of audiences, including professional conference presentations, public programs, training workshops, and radio/TV interviews.
- Use social media and e-newsletters to engage the public on bird conservation issues.
- Maintain organizational websites.

Minimum Qualifications:

- Bachelor's degree or higher in wildlife ecology, environmental sciences, or a related field.
- Excellent organizational, networking, and communication skills (presentation, inter-personal, writing); project management experience, and organizing and leadership skills.
- Knowledge of Ohio's birds, their habitats, and conservation issues in the state.
- Experience writing grant proposals and administering public and private grants.
- Ability to manage multiple projects, produce effective results, and meet deadlines.
- Self-motivated, responsible and have the ability to solve problems.

Desired Qualifications:

- Master's degree in wildlife ecology, environmental sciences, or a related field.
- Working knowledge of GIS.
- Experience with bird conservation planning and on-the-ground conservation work.

How to Apply:

Submit a cover letter, résumé/CV, and contact information for three references to Greg Smith, Chair of OBCI (gsmith@ohiobiologicalsurvey.org). The cover letter should address the candidate's interest in the position as well as relevant experience as it relates to the minimum and desired qualifications. Review of applications will begin **March 1, 2016** and will continue until the position is filled.