

Updated 01/2023

HEARTLAND RESTORATION LEAD

Position Summary:

The Heartland Restoration Lead will implement restoration projects under the direction of the Conservation Stewardship Director throughout NE lower Michigan. Guided by Huron Pines mission and strategic plans, and operating through a variety of partnerships they will complete ecosystem management tasks in fulfillment of grant deliverables across many ownerships. The Heartland Restoration Lead will be a motivated individual, a strong leader with a positive attitude with the ability to problem solve and complete tasks without direct supervision. This position will work closely with public and private property owners to identify and communicate resource stewardship needs, work with internal and external stakeholders to obtain permits, permissions and ensure compliance with laws, coordinate schedules and activities with Partners, HP staff and seasonal crew members. Partner collaboration and furthering Huron Pines knowledge and impact in natural resource protection and management is a fundamental component of this position. As a member of the Huron Pines staff, they are expected to participate in meetings, assist on other projects, follow laws and regulations, policies and procedures and respectfully maintain HP property.

Location: This position is based in the Huron Pines Office in Gaylord, Michigan

Reports To: Conservation Stewardship Director

POSITION DUTIES AND RESPONSIBILITIES:

<p>Leadership of Restoration Team</p> <p>Provide daily oversight and supervision of seasonal staff and volunteers to ensure they are adequately prepared for field conditions and completing tasks in a timely manner</p> <p>Schedule and manage field workdays, maintain safety, clear communication and ensure accountability with HP policies and procedures.</p> <p>Ensure the team is maintaining the highest level of professionalism, are acting ethically and responsibly and are representatives of Huron Pines' mission and values at all times.</p> <p>Provide educational and professional development opportunities for restoration crew as funding and opportunity allow.</p> <p>Provide quality assurance of technician's data and reports to ensure they are accurate, complete and meet Huron Pines expectations before submitting to the supervisor.</p> <p>Track inventory, maintain and order supplies/equipment (with supervisor approval).</p> <p>Maintain effective communication with other HP staff to communicate work progress, ideas, issues, stakeholder concerns, scheduling changes and stewardship needs.</p>	<p>25%</p>
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<p>Implement Restoration and Stewardship Projects</p> <p>Work with local, state and federal governmental and NGO partners to restore priority sites across ownerships.</p> <p>Provide direct oversight of and participate in fieldwork including vegetation inventories, invasive species control, collecting and planting native vegetation, timber marking, prescribed fire and improving wildlife habitat.</p> <p>Communicate with landowners to prioritize and schedule activities and ensure permits and permissions are obtained in a timely manner to facilitate work and implement restoration plans for priority sites.</p> <p>Participate as necessary in education, outreach and volunteer efforts to garner support.</p> <p>Identify strategic new relationships and opportunities for program growth consistent with organizational plans and priorities.</p> <p>Assist in the preparation of contracts, partnership agreements and reports and coordinate the tracking of program and grant budgets as needed.</p> <p>Provide private landowner outreach, site visits, technical assistance, education and coordination.</p>	<p>65%</p>
<p>Support Of Other Programs As Assigned</p> <p>Assist with coastal restoration projects as needed.</p> <p>Assist Project Managers as needed in community engagement, water resource management, and land protection.</p> <p>Promote HP through participation in marketing and communications efforts such as tours, publications, social media posts and videography.</p> <p>Provide input and assist in the preparation of funding proposals to advance HP's initiatives.</p> <p>Create a professional development plan in close coordination with the Director and identify opportunities for professional development that strengthens the team.</p>	<p>10%</p>

Required Qualifications:

- Relevant Bachelor's degree from an accredited college or university or an equivalent combination of education and experience
- Experience (3+ years preferred) completing natural resource management projects showcasing a leadership position.
- Commitment to the mission and goals of Huron Pines and a passion for Michigan's natural resources
- Experience in using GPS, reading maps, and using Microsoft Office and Google Suite
- Enthusiasm for working outdoors and willingness to adapt schedule to accommodate changing weather conditions.

- The ability to pass a physical fitness test requiring walking 2 miles in 30 minutes while carrying a 30 pound backpack.
- Excellent situational awareness and comfort working in and navigating rugged terrain, operating watercraft, and ability to prepare self and crew for long days working in wilderness areas, while maintaining personal and crew safety and efficiency
- Ability to identify native and invasive plant species common to the state of Michigan
- A current Michigan Commercial Pesticide Applicator Certificate, including categories 5 and 6 or willingness to obtain one
- Ability to follow office etiquette, being respectful of other staff, dressing appropriately, and following all employee guidelines
- Ability to balance field and office work without sacrificing the quality of either
- Must maintain a valid driver's license and eligibility to operate Huron Pines vehicles
- Ability to pass a background and/or security check

Preferred Qualifications:

- Experience in prescribed fire and/or wildland fire suppression or willingness to obtain it
- Working knowledge of Michigan's natural communities, forestry and/or wildlife management concepts
- Knowledge of basic GIS applications and/or the ability to make digital maps.
- Experience working with herbicides, including safety, storage, mixing, and application
- Experience operating watercraft, off-road vehicles, and pickup trucks while towing trailers
- Excellent verbal and written communication skills
- Demonstrated ability to handle multiple tasks, prioritize workload and respond with flexibility to changing project needs

This is an exempt position with an annual starting salary between \$43,000 - \$48,000 depending on qualifications and experience. Field work schedule is generally Monday through Thursday, 10 hours a day, with alternate off-season scheduling possible, occasional weekend work required. Employees receive ten paid holidays, paid leave, cell phone plan, access to health care plans and short term disability and other benefits according to the Employee Handbook. Huron Pines will provide a vehicle for work tasks, but if needed the employee will be reimbursed for the use of their personal vehicle. By applying for this position, you are certifying that all of the statements made in this application are true, correct, and complete to the best of your knowledge.

Please send cover letter, resume and 3 references to info@huronpines.org with the job title in the subject line. All questions about the position can be directed to Steven Woods, Conservation Stewardship Director 989-448-2293 x19. Applications due to by COB February 24th, 2023 with interviews expected to occur in early to mid-March.