



## JOB DESCRIPTION

**Title:** Stewardship and Engagement Specialist

**Location:** East Glacier Park, MT

**Classification:** Full Time. Non-Exempt. Benefits.

**Reports to:** Executive Director

**Supervises:** Intern or seasonal, potentially

### **Position Summary:**

The Stewardship and Engagement Specialist is a dynamic, leadership position that leads Glacier-Two Medicine Alliance's (GTMA) conservation stewardship programs and community engagement efforts. The position is primarily responsible for planning and implementing various conservation stewardship projects that seek to improve resource conditions as well as inspire people to care about, and conserve, this irreplaceable region of Montana. Examples of current program priorities include reducing human-bear conflicts and improving coexistence, improving wildlife habitat by removing old grazing infrastructure, or coordinating noxious weeds management. This work is typically conducted in collaboration with other partners including both conservation organizations and agency partners (federal / Tribal / state). Through these programs and other activities, the position works to engage and mobilize our members, supporters, or other individuals or communities to advance our mission to conserve this irreplaceable region of Montana. Finally, the position works to cultivate authentic, trusting relationships with community members and organizations, especially within the Blackfeet tribal community, and to develop strong partnerships with conservation organizations, government agencies and other allies that can advance GTMA's mission, core commitments, and current campaigns.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

#### **Program Management – 70%**

- Collaboratively develop and implement a local Bear Smart community / Bear Aware education program to boost Blackfeet, federal and state efforts to reduce human-bear conflicts and improve tolerance for living with bears. Work may include, but is not limited to, building partnerships, creating and facilitating a “Bear Smart-type” committee, organizing community events, leading educational workshops, identifying and addressing community resource needs, and creating or distributing educational materials.

- Work closely with GTMA staff, partner organizations and the Forest Service to develop and implement a plan to remove or modify fences or other old grazing infrastructure in the Badger-Two Medicine in order to improve wildlife habitat conditions and freedom of movement. Work may include, but is not limited to, time in the field ground truthing fence locations and conditions, prioritization planning, or coordinating the resources, contractors, or volunteers necessary to remove or modify fences or other infrastructure.
- Collaborate with conservation, agency or Blackfeet partners to plan and implement various volunteer-focused land stewardship activities, typically one-day events, such as a community clean-up, weed pull, fence removal, or trail maintenance project, that engage people in caring for the land and improves resource conditions.
- Organize community education events, such as our annual Two Medicine Voices Speaker Series, to inform and inspire more engaged support for GTMA's conservation priorities and commitments.
- Organize interpretive / educational outings (i.e. hikes, skis, plant walks etc.) for community groups or the public at-large, including youth and adults, to learn about natural history, cultural perspectives, or conservation issues related to GTMA's mission area.
- Facilitate and develop community science projects that engage our members, supporters and other people in collecting useable field data to aid conservation advocacy and management decisions. Our current project focuses on collecting wildlife movement data in the US-2 transportation corridor along the southern border of Glacier National Park.
- Ensure proper risk management and best practices protocols are in place and implemented for all field work, volunteer activities, and recreational outings.
- Maintain accurate records and complete reporting requirements for any external entities that may require it (i.e. Forest Service, grant funders, project partners).
- Perform regular program evaluations to ensure they are achieving desired results in an effective and efficient manner.
- Supervise field technicians or summer interns to support these program activities, if applicable.

### **Community Outreach and Partnerships – 20%**

- Collaborate with GTMA's Executive Director, staff and Board to identify opportunities and implement strategies to increase the organization's visibility and grow our grassroots base of support, both locally and around the Crown of the Continent region.
- Represent GTMA at partner or community events to increase community awareness and public support for GTMA's mission and goals, to learn about other individuals and groups conservation interests and priorities, and to build trusting relationships.
- Support and expand GTMA's existing efforts to develop trusting relationships and partnerships with Blackfeet Tribal leaders and community members, conservation organizations, natural resource agencies, local businesses, landowners, public land users, and

other key people or interest groups related to the conservation of the Badger-Two Medicine and surrounding Crown of the Continent.

- Represent GTMA on the Piikuni Lands Service Corps Stakeholder committee; plan and facilitate annual service project(s) by the corps in the Badger-Two Medicine.
- Facilitate a biannual call with the US Forest Service and other partners to facilitate information sharing and planning related to noxious weed management in the Badger-Two Medicine.
- Provide support to community partners for various projects, outings or events.
- Identify opportunities to expand volunteer involvement with GTMA. Cultivate, equip and mobilize volunteers to assist with various projects, or otherwise aid the work of GTMA.
- Facilitate community outreach and engagement efforts, or other grassroots advocacy actions, to advance GTMA's land and wildlife conservation or connectivity campaigns, as needed.
- Assist with planning and implementation of special events, such as our Fall Gathering.

#### **Additional Duties – 10%**

- Contribute written or visual content for GTMA's website, newsletter, or other communications / platforms, such as taking photos at events or writing a blog post.
- Assist GTMA's development team with identifying and cultivating new funding sources to support these programs.
- Perform other duties as needed or assigned.

#### **Minimum Qualifications**

- A clear commitment to, and enthusiasm for, GTMA's Mission, Vision, Values and Commitments (you can find these on our website).
- A Bachelor's degree in a relevant field of study plus a minimum of two (2) years pertinent professional experience (alternative paths to similar qualifications will be fully considered).
- Exceptional interpersonal skills and ability to network, cultivate relationships, and interact with a diversity of people and communities in a variety of both public and private settings.
- Efficient and disciplined self-starter who can manage multiple, complex projects to completion simultaneously without close, daily supervision.

#### **Preferred Skills, Knowledge and Experience**

- Strong oral and written communication skills, including the ability to speak confidently in public settings, and to listen respectfully to people of various perspectives or backgrounds.
- Skilled planner and organizer, as well as a strategic thinker and problem solver.
- Experience working effectively on small teams and inter-organizational collaborations.
- Ability to be flexible, patient, and pivot as circumstances change while working in often dynamic and collaborative environments, or non-western dominant cultural contexts. Comfort with ambiguity a plus.
- A strong sense of personal accountability along with the maturity to receive and provide thoughtful, constructive feedback.

- Proficient computer skills, including familiarity with Google Workspace, Microsoft Office, Canva, Adobe Creative Cloud, or other similar products.
- Knowledgeable about the ecology, natural resource governance, and human communities that exist in the Crown of the Continent ecosystem.
- Knowledgeable about grizzly and black bears, their conservation, and conflict prevention.
- Experience in conservation stewardship work, such as fence removal / modification, trail maintenance, noxious weed management, or scientific field work.
- Experience supervising others.
- Experience working in environmental education and backcountry recreation leadership.
- Experience with managing volunteers.

### **Position Requirements**

The position is based out of GTMA's office in East Glacier Park. The position requires regular time at the office, out in the local community, and in the field. Occasional work from home or remote location allowed, with permission. Frequent local travel, as well as periodic out-of-area travel and overnight trips possible. The successful candidate must have reliable access to a personal vehicle that is in good, running order. Mileage is reimbursed at GTMA's annual rate, with per diem provided for overnight travel in accordance with GTMA's Travel Policy. Some evening and weekend work required, especially May to September. The successful candidate must be able and willing to travel and perform physical work in a wilderness environment, including the ability to travel safely alone or to lead groups.

### **Physical Demands**

The work occurs in a mix of settings, including an office, social or cultural spaces in town, and out in a natural, undeveloped environment. Regular physical tasks include the ability to talk with other people one-on-one, make phone calls, attend video meetings, type and carry items. The job also requires a myriad of more physically demanding tasks. Examples of these tasks include the ability to carry on conversations in loud settings with lots of people present, to walk in a wildland setting for more than 10 miles in a single day, to perform manual labor like pulling weeds by hand for extended periods of time, or to repeatedly lift items weighing in excess of 25lbs.

### **Compensation and Benefits**

The position is compensated at an hourly rate between \$24 - \$27 / hour, depending on experience and qualifications. Raises may be awarded based on merit, cost of living adjustment, or other considerations. A competitive benefits package is provided, including medical and dental coverage, employer matched Simple IRA retirement plan, generous paid time off (vacation and sick), paid federal holidays, and monthly cell phone stipend. Some occasional telework and non-traditional hours flexibility provided.

### **About Glacier-Two Medicine Alliance**

GTMA is a community-based, grassroots conservation organization dedicated to the protection, stewardship and shared enjoyment of the lands, waters and wildlife of the Badger-Two Medicine and the surrounding central Crown of the Continent ecosystem. Through science-based advocacy, on-the-ground conservation stewardship projects, education, and support for Indigenous-led conservation initiatives, we work to ensure wild nature, human communities, and cultures can thrive in the central Crown of the Continent ecosystem for generations to come. GTMA is based on the Blackfeet Reservation in East Glacier Park, Montana. Learn more at [www.GlacierTwoMedicine.org](http://www.GlacierTwoMedicine.org).

Glacier-Two Medicine Alliance is an equal opportunity employer. We do not, and will not, discriminate in employment, recruitment, advertisements for employment, compensation, termination, upgrading promotions or other conditions of employment on the basis of race, color, religion, creed, gender, gender expression, sexual orientation, age, national origin, disability status, military status, or any other characteristic protected by federal, state or local laws. We are committed to providing an inclusive and welcoming environment for all members of our staff, supporters, volunteers, contractors, and vendors.