



## Stewardship & Conservation Coordinator

**Compensation:** Compensation is based on commission only; wage negotiable. Successful candidates will be provided with accommodation and full board at the Chilcotin Holidays Guest Ranch.

**Location:** Gold Bridge, British Columbia

**Start date:** ASAP

## Background

The Chilcotin Ark Institute is located in the South of the Chilcotin Ark in British Columbia, Canada. We are committed to creating a working landscape concept and management that sustains viable populations of species in the Chilcotin Ark. To do so we facilitate and conduct research, conservation projects and Evergreen Stewardship Plans in the Ark. Research and conservation projects include a variety of fields such as invasive species management, habitat management, wildlife studies, proposal writing and eco-tourism to educate guests about wildlife in the area. Our research centre and remote satellite research stations across the Chilcotin Ark are the ideal place to facilitate such projects. Further, we promote responsible resource and land management guided by the Evergreen Stewardship Plans. For this we encourage all entities and governments to take responsibility like the federal, provincial and regional government, First Nations, land owners, farmers, ranchers, guide outfitters, tourism operators, forestry and mining. The tool we use for measuring the success of our conservation efforts is to achieve maximum wildlife population numbers for the habitat's potential carrying capacity, this being the indicator for sustainable land management. Our mission is to educate the public to become stewards of our wilderness environment, and we aim to accomplish this by developing environmental research and training programs in the fields of resource management and environmental stewardship.

## Job Description

We have an exciting opportunity for an enthusiastic, self-driven individual to act as the Chilcotin Ark Institute's coordinator and to manage its various activities. The successful candidate will be responsible for coordinating and managing ongoing stewardship and resource management projects including the following duties:

- Plan, organize and manage research projects
- Write up funding proposals and oversee all funding activities
- Organize the recruitment and involvement of research
- Respond to consultations and referrals and organize meetings with relevant stakeholders i.e. First Nations, logging companies and ranchers, municipal, provincial and federal authorities, civic leaders, social scientists, lawyers, land developers, the public and special interest groups
- Ensure the implementation of the Institutes mission and objectives, involving all partners in this
- Develop citizen science projects for the collection of wildlife data use these to educate the public about conservation
- Data collection and analyses and research to support and evaluate regulation and management of wildlife and land development concepts and plans
- Convey progress, issues and challenges to the board of directors



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- Be familiar with the Chilcotin Ark (see <https://www.chilcotinark.org/>)
- Live and support our company culture by taking responsibility for your personal growth and creating a positive environment around you.

Further, the coordinator will have the opportunity to work in the field on exciting projects such as Mountain Goat population counts, road deactivation and collecting grizzly bear hair samples. This is an excellent opportunity for an individual looking to gain hands-on experience in the field.

### **Qualifications**

- Degree in environmental science, biology, ecology or related discipline
- Fundraising experience, including writing proposals
- Strong research and analytical skills
- Strong interpersonal and communications skills
- Strong networking skills
- Very organized; able to organize self and others
- Proficient in the use of Microsoft Office programs or similar (e.g. Word, Excel, Access etc)
- Fluent in spoken and written English
- Permission to work in Canada
- Commitment to your Personal Growth and support our unique culture.
- Readiness to view challenges as opportunities to grow and learn and take initiative to leave your comfort zone.

### **Preferred Qualifications**

- Experience working in non-profit organization, land planning, grant writing, ecology or project management
- Experience of relevant provincial legislation
- Knowledge of local flora and fauna

### **Additional Information:**

- The successful candidate will be expected to work 40 hours per week.
- The coordinator will be provided with accommodation and full board onsite, where he/she has direct access to her field work.
- Personal Growth is a priority, we facilitate the environment and material for you to grow and evolve towards your best self.
- Your job is a journey that can transform your life as much as you are committed to your personal development and invest in yourself.
- Opportunities match responsibility taken and include attending external workshops and learning new skills and gaining knowledge
- Hands-on experience and insights into Nature Conservation, contributing to something bigger and a positive change in the world.
- We support each other in our goals and mission and share our personal experiences every day.
- Live and work in a remote wilderness environment where you can reconnect with nature and yourself.



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