### OFFICE LOCATION

Minneapolis, MN (preferred) or Arlington, VA (location negotiable), USA

### A LITTLE ABOUT US

The Nature Conservancy is a global conservation organization dedicated to conserving the lands and waters on which all life depends. Guided by science, we create innovative, on-the-ground solutions to our world’s toughest challenges so that nature and people can thrive together. One of our core values is our commitment to diversity. Therefore, we are committed to a globally diverse and culturally competent workforce. Working in 72 countries, we use a collaborative approach that engages local communities, governments, the private sector, and other partners. To learn more, visit [www.nature.org](http://www.nature.org) or follow @nature_press on Twitter.

The Nature Conservancy offers competitive compensation, 401k or savings-plan matching for eligible employees, excellent benefits, flexible work policies and a collaborative work environment. We also provide professional development opportunities and promote from within. As a result, you will find a culture that supports and inspires conservation achievement and personal development, both within the workplace and beyond.

### YOUR POSITION WITH TNC

The Conservation Information Manager IV conducts spatial analyses and mapping, manages and maintains conservation databases and provides technical support in GIS and other technologies to Conservancy staff. This is a 2-year position.

### ESSENTIAL FUNCTIONS

The Conservation Information Manager IV processes spatial and/or relational data sets derived from cartographic and tabular source material for conservation planning, develops methods for mapping and classifying ecosystems and develops and maintains all documentation for data and data management. She/he performs data analysis and produces reports; builds, maintains, and populates databases and manual files; produces maps and other graphic products and reports; and develops and maintain GIS library and/or database products library.

### RESPONSIBILITIES AND SCOPE

- Designs, implements and directs complex and diverse projects, encompassing multiple programs and coordinating the work of others inside and outside the organization.
- Incorporates cross-disciplinary knowledge to support program objectives.
- Significant opportunity to act independently within broad program goals.
- Manages projects on a large geographic scale.
Ensures integrity of both data collection and management relating to conservation projects and project statistics.

MINIMUM QUALIFICATIONS

- BS degree and certification in geography, ecology, the natural sciences, information management and 5 years related experience or equivalent combination of education and experience.
- Demonstrated experience in the spatial and cartographic representation of biological data sets. Working knowledge of ArcGIS (the GRID Extension), ArcGIS Desktop, ArcGIS Server, and Multi-User Geodatabases.
- Demonstrated experience in working with the Arc Macro Language (AML), Python, and other database programming tools for conversion, data analysis, the generation of cartographic products and other project oriented applications.
- Considerable experience producing maps and/or other graphic products and reports.
- Experience in developing and managing multiple projects.
- Ability to communicate clearly via written, spoken and graphical means in English and other relevant languages.
- Experience with Microsoft Word, Excel, Access and web browsers.

DESIRED QUALIFICATIONS

- MS, MGIS or similar advanced degree in geography, natural sciences or related field.
- Managing time and diverse activities under deadlines while delivering quality results.
- Experience with other modeling tools and/or strong interest in learning and developing additional analytical skills
- Training experience.
- Multi-lingual skills and multi-cultural or cross cultural experiences appreciated

HOW TO APPLY

To apply to position number 45802, submit resume (required) and cover letter in one document using the upload buttons. All applications must be submitted in the system prior to 11:59 p.m. Eastern Time on Tuesday, October 31, 2017.

Click “submit” to apply for the position or “save for later” to create a draft application for future submission. Once submitted, applications cannot be revised or edited.

Failure to complete required fields may result in your application being disqualified from consideration.

If you experience technical issues, please refer to our applicant user guide or contact applyhelp@tnc.org.

The Nature Conservancy is an Equal Opportunity Employer

Our commitment to diversity includes the recognition that our conservation mission is best advanced by the leadership and contributions of men and women of diverse backgrounds, beliefs and culture. Recruiting and mentoring staff to create an inclusive organization that reflects our global character is a priority and we encourage applicants from all cultures, races, colors, religions, sexes, national or regional origins, ages, disability status, sexual orientation, gender identity, veteran status or other status protected by law.

The successful applicant must meet the requirements of The Nature Conservancy’s background screening process.