PHEASANTS FOREVER & QUAIL FOREVER
The Habitat Organization

JOB VACANCY ANNOUNCEMENT

Coordinating Wildlife Biologist
Grazing Lands

Location: Dighton, Kansas
Application Deadline: April 2nd, 2021

Anticipated Start Date: May 10th, 2021

Overview & Job Duties:

This position will be located within USDA Service Center located in Dighton, KS. This position will provide conservation technical assistance and conservation program delivery, with a specific focus on grazing and wildlife, to private landowners within their assigned districts and other priority areas as appropriate. In addition to supporting private land conservation technical delivery within their assigned districts, staff will also provide grazing and wildlife technical support and planning at the NRCS Area Level as well. The incumbent will work in a joint capacity with USDA Natural Resources Conservation Service (NRCS), and other State and Federal partners to promote, accelerate program enrollment, coordinate, and implement the conservation provisions of the Federal Farm Bill and other wildlife related conservation programs. Activities will include program promotion (workshops and one on one meetings), contract coordination, conservation planning, conservation plan modification, site assessment and reporting. Provide technical biological assistance for grazing and wildlife habitat enhancement techniques to private landowners and public organizations. Work with local chapters of Quail Forever (QF) and other local partners to increase habitat management efforts and participate in regional and statewide habitat meetings. Assist or coordinate activities and projects with other QF and NRCS staff. This position will be an employee of, and supervised by Pheasants Forever, Inc. & Quail Forever, with daily instruction and leadership provided by NRCS and QF.

Desired Knowledge, Skills and Abilities:

- Ability to communicate clearly and effectively with landowners and partner agencies.
- Ability to work independently with little supervision and with diverse clientele.
- Knowledge of grazing, wildlife ecology, grassland habitat management including the ability to utilize various habitat management tools in the development of management plans.
- Knowledge of grazing conservation and wildlife habitat programs provided by federal (i.e. Farm Bill, US Fish and Wildlife Service), state, & local entities. In addition, knowledge of how these programs are implemented in an agricultural landscape is desired.
- Knowledge of or practical experience with agricultural and grazing systems and farming.
- Excellent verbal and written communication.
- Strong organizational skills.
- Proficiency with ArcGIS and/or USDA Toolkit or Conservation Desktop.
- Valid driver’s license required; some use of personal vehicle may be required (mileage reimbursement provided).
- Must be able to obtain USDA Federal Security Clearance.

Required Knowledge Skills and Abilities:

- Excellent oral and written communication, coordination, and organizational skills.
- Must be comfortable with public speaking and have excellent people skills.
- Must be able to work effectively with governmental agency staff and conservation organization representatives.
- Ability to work independently with little supervision and with diverse personalities.
- Knowledge of conservation program offerings, including USDA Conservation Programs (EQIP, CRP, ACEP, CSIP, etc.) as well as state (KDWPT) and local (PF/QF) programs.
• Ability to organize, develop, and implement educational and outreach activities, including workshops, seminars, and publications.
• Good computer skills including knowledge of MS Word, MS Excel, MS Publisher and Social Media Platforms. Knowledge of Adobe InDesign and Illustrator a plus.
• Financial budgeting, reporting, and writing experience is preferred. Must be detail oriented.
• Valid driver’s license required with an acceptable driving record and history.

**Training and Experience Guidelines:**
Any combination of training and/or experience that will enable the applicant to possess the required knowledge, skills, and abilities. A general qualification guideline for this position is a Bachelor of Science Degree in Range Management, Wildlife Management, Agriculture, or closely related natural resources field and 3-years related field experience.

**Starting Salary:** Commensurate with Experience + Benefits

**Application Requirements:** Combine your cover letter, resume and 3 references into one Word document or Adobe Acrobat PDF file before uploading to our Recruitment website at: [www.pheasantsforever.org/jobs](http://www.pheasantsforever.org/jobs)

For more information about the position, contact Marina Osier, Kansas State Coordinator at: mosier@pheasantsforever.org.

*Pheasants Forever & Quail Forever is an EEO Employer/Vet/Disabled*