



Sierra Corps Forestry Fellowship Program Director *Position Description*



Oct 2021

Location: Lake Tahoe, CA

Organization Description:

Since 1993, the Sierra Nevada Alliance has been protecting and restoring Sierra lands, water, wildlife, and communities. Our mission is to be a hub for stewardship of the Sierra Nevada, which we achieve by empowering and collaborating with our partners. We have more than 50 conservation-focused Member Groups that work in the 400-mile mountain range. We provide resources and networking opportunities to regional conservation groups, implement the Sierra Nevada AmeriCorps Partnership Program, and advocate on behalf of “The Range of Light.”

Location:

The Program Director could be based out of any location within the Sierra Nevada (CA or NV). The Sierra Nevada is a wonderful place to live, work, explore, and play. Hiking, biking, skiing, snowboarding, fishing, paddling, and more are right out our door.

Position Description:

The Alliance Forestry Fellowship Program Director will implement and lead a forestry workforce development program while providing technical assistance to Fellows to increase pace and scale of forested landscapes in the Sierra. The Sierra Corps Forestry Fellowship Program aims to increase workforce capacity for organizations and agencies implementing forest health and natural resource management projects throughout the Sierra. The program creates leaders in the conservation field by providing technical trainings and meaningful career development opportunities through the Fellowship positions. Sierra Corps was started in Fall 2019 and is currently funded through 2021. The mission of Sierra Corps is to increase workforce capacity for critical forest health management projects in the Sierra Nevada.

The structure of the program helps relieve some of the financial and organizational burdens of hiring a staff member when Host Site organizations need to increase their programmatic capacity. Host Sites partner with the Sierra Corps Program and provide financial match that equals about half of the true cost of hiring a Fellow. The Program Director manages partnership development, initial candidate recruitment, application processes, first round interviews, provides employee benefits, distributes Fellows’ wages, and provides professional training and career development opportunities for the Fellows while Fellows work full-time at Host Site organizations. The Program This position reports to the Executive Director.

Required Qualifications:

- Proficiency with computers, including Microsoft Office Suite and the Internet.
- Good telephone skills.
- Highly organized with attention to detail.
- Strong logistical and organizational skills.
- Ability to facilitate regional stakeholder meetings.
- Ability to work well with and manage other staff.
- Strong technical and grant writing skills.
- Knowledge of the Sierra Nevada and forestry issues
- Willingness to pursue funding opportunities for the continuation of the Program
- Skill in managing multiple tasks. Ability to lay out work tasks, identify resources to complete projects, leverage human and financial resources, focus his/her own work, and complete tasks on time, on budget and of a high quality.
- Independent, motivated and able to work under pressure with frequent deadlines and under limited supervision.
- Ability to travel throughout the region via automobile up to 10% of time approximately four times per year. Must possess a valid state driver's license.
- Occasional lifting of up to 25 lbs.
- Computer use, keyboard entry and mouse manipulation of up to 8 hours per day.
- Appreciation and respect for the Sierra Nevada Alliance mission.
- Must not have a criminal history
- Staff management experience.

Compensations and Benefits:

- Full-time, hourly.
- \$50k-\$70k starting salary depending on experience and funding available.
- Two (2) weeks vacation accrued each year.
- 8 hours per month of sick leave accrued.
- 15 paid holidays as identified in the Employee Handbook.
- Flexible work location, with the possibility of remote work.

To apply, please send a resume and cover letter to Executive Director, Jenny Hatch, jenny@sierranevadaalliance.org.

Visit our website for more information on the Sierra Corps Program:

<https://sierranevadaalliance.org/sierra-corps-forestry-fellowship-program/>