



Association of Fish and Wildlife Agencies
444 North Capitol Street, NW, Suite 725, Washington, DC 20001
Telephone: 202-624-7890 * Fax: 202-624-7891

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Position Title: Teaming with Wildlife Program Associate
Location: Washington, DC
Salary: \$50,000/year + benefits
Term: Four years. Funded through Doris Duke Charitable Foundation

Duties and Responsibilities:

The Teaming with Wildlife Program Associate will support state fish and wildlife agencies by conducting outreach and assisting with initiatives to further state wildlife action plan implementation. Responsibilities include developing and carrying out outreach activities; working with diverse partners (e.g. federal, state and private) to build support for state wildlife action plans and assisting with policy research and special projects. The Program Associate reports to the Teaming with Wildlife Director and works closely with other Association staff to integrate state wildlife action plans into all areas of the Association's work.

Specific Duties Include:

Help coordinate the Association's outreach efforts to build support for state wildlife action plans including design and delivery of presentations, briefings, written materials, etc. Work with federal agencies, associations, and non-governmental conservation groups at the national level to identify and promote opportunities for state fish and wildlife agencies to collaborate with partners on wildlife action plan implementation. Respond to requests for information and establish and maintain contacts with agencies and non-governmental organizations to promote collaboration and to facilitate information exchange. Develop formal letters, memoranda, and other statements of support and integration between the Association, state wildlife agencies and partner agencies/organizations. Plan and attend meetings briefings, workshops and other events to raise awareness and develop collaborative initiatives to implement state wildlife action plans. Assist with special projects to develop guidance on climate change, identify effectiveness measures and determine state funding needs. Assist with messaging and management of the 6,000 member Teaming With Wildlife coalition. Work closely with Association staff and committees to support integration of wildlife action plans with other programs and priorities.

Qualifications:

Education and Experience:

Prefer advanced degree in fish & wildlife management, natural resources, planning, public policy, or a closely related field plus two years of relevant experience. Experience with wildlife conservation issues preferred; experience in a state fish and wildlife agency a plus. Other combinations of education and work experience will be considered on a case-by-case basis.

Demonstrated Skills and Abilities

The successful candidate will have a demonstrated ability to: work well independently and as an effective team member; motivate others to take action; communicate effectively in writing and orally; ability to work with diverse agencies and organizations to promote opportunities for collaborative conservation; and manage multiple projects simultaneously. Candidates must be willing to travel.

Salary: \$50,000/year + benefits

Benefits: Medical insurance, life insurance, short- and long-term disability, worker's compensation, pension plan, annual and sick leave, paid holidays.

Selection Process: Qualified candidates should send a resume and cover letter to the Teaming With Wildlife Director. Interviews are expected to begin in late early May:

Mark Humpert, Teaming With Wildlife Director
Association of Fish & Wildlife Agencies
444 North Capitol Street, NW Suite 725
Washington, DC 20001
Voice 202.624.3637 Email lskipper@fishwildlife.org

Deadline for application: Open until filled.

Candidates selected for an interview will be notified of the time and place of the interview and are expected to pay their own travel costs for the interview.

Anticipated starting date: Mid-May 2009.

About the Association of Fish and Wildlife Agencies:

Founded in 1902, the Association of Fish and Wildlife Agencies is the official representative of the state, territorial and provincial fish and wildlife agencies of North America. The Association supports the leadership of state fish and wildlife agencies by advocating for and promoting cooperation among fish and wildlife agencies. The Association's membership includes every state and territorial fish and wildlife agency, along with the Canadian provincial agencies, the Mexican state agencies, and several federal agencies with wildlife management responsibility. The Association's staff is made up of more than 20 biologists, scientists and policy specialists with expertise on topics from migratory birds to fish habitat to agency management. For more information, see the following websites www.fishwildlife.org and www.teaming.com.