



POSITION: Stewardship Coordinator
REPORTS TO: Program Director
LOCATION: Bend, OR
CLASSIFICATION: Full-time, FLSA Exempt

POSITION SUMMARY

Oregon Natural Desert Association (ONDA) is a nonprofit conservation organization with a mission to protect, defend and restore Oregon's high desert. The Stewardship Coordinator will be responsible for leading ONDA's uplands restoration program and creating opportunities for community partners, volunteers and supporters to engage in ONDA's broader stewardship initiatives.

The Stewardship Coordinator will work collaboratively with ONDA's Program Director and stewardship team to develop and implement opportunities for people to experience and steward Oregon's high desert region by completing restoration projects that improve the environmental health of central and eastern Oregon wildlands. In addition, the Stewardship Coordinator will support participants in forming a deep connection to ONDA's mission and increasing their engagement with the organization.

The ideal candidate will be energized by spending extensive time leading groups in the backcountry, (between 80-120 field days/nights annually, including weekends), able to balance office and field responsibilities, possess outstanding interpersonal skills, and have excellent problem solving and time management capabilities. The successful candidate will be someone who brings an inclusive, team-oriented spirit and a passion for Oregon's desert to the role.

Restoration Project Development and Leadership (70%)

- Design and lead multiday volunteer restoration projects to improve wildlife habitat, develop advocates for ONDA's conservation campaigns and cultivate new and sustaining members of the organization.
- Develop and implement year-round opportunities for volunteers to steward the Badlands Wilderness.
- Serve as ONDA's field lead during the Tribal Stewards field season.
- Cultivate and expand positive relationships with public land management agencies, community partners, volunteers and supporters.

Fundraising and Communications (15%)

- Work closely with the Program Director to identify funding needs and pursue funding opportunities.
- Prepare funding applications and participate in fundraising.
- In collaboration with communications staff, develop and implement strategic communications to engage, organize and activate ONDA members, supporters, partners, community members and funders.

Vehicle Maintenance and Administration (15%)

- Work with the Program Director to ensure ONDA's vehicle fleet is dependable.
- Complete essential office responsibilities such as planning, reporting and data processing.
- Engage in other administrative duties/activities as required.

DESIRED QUALIFICATIONS

- A commitment to ONDA's mission.
- 3+ years of relevant experience.
- Experience developing and implementing field-based projects.
- Experience motivating and leading volunteers.
- Experience independently completing highly detailed, complex or multiple projects with accuracy and efficiency.
- Competent using technology and online tools/apps, and a commitment to learn the tools we use.
- Creative and innovative thinking that can help all individuals to fully participate in our mission.
- Strong collaborative spirit and desire to work with other staff, partner organizations and the community to meet immediate and long-term goals.
- Excellent written and verbal communications skills.
- Experience in natural resources, sagebrush ecosystem restoration, and/or public lands management is helpful, but not required.
- Someone who welcomes and values diversity, and will participate in the process of building a more inclusive organization.

COMPENSATION

Starting annual salary range of \$40,000 - 45,000, negotiable and depending upon experience. ONDA provides a full benefits package including health benefits, matching retirement contributions, flexible work schedule, and generous paid vacation, sick and family leave.

TO APPLY

Submit a cover letter, resume, and the contact information for three professional references combined into a single PDF file to stewardshipcoordinator@onda.org no later than **5:00 pm Pacific Time on Friday, January 3, 2020**.

ABOUT OREGON NATURAL DESERT ASSOCIATION

For three decades Oregon Natural Desert Association (ONDA) has connected people to their public lands and championed the conservation and stewardship of central and eastern Oregon's wild lands, waterways and wildlife. ONDA's mission is to protect, defend and restore Oregon's high desert. From championing land protection to speaking out for fish and wildlife, ONDA's members and supporters sustain the natural character of Oregon's high desert. ONDA envisions a high desert in Oregon where eight million acres of public lands are conserved to ensure that fish and wildlife thrive and wild places exist for all people to treasure and explore, now and always.

ONDA is committed to diversity, equity and inclusion and seeks to create an inclusive environment for all volunteers, partners, collaborators and employees. Please review our commitment to fostering justice in environmental conservation at www.ONDA.org/justice.

www.ONDA.org