

Monarch Joint Venture (MJV) National Monitoring Coordinator
Time frame: January 2018 (15 months, with possible renewal) (Start date flexible)
Salary: \$45,000 with benefits
Full-time with benefits
Located at the University of Minnesota (St. Paul, MN)

Position Summary:

The MJV National Monitoring Coordinator is an exciting new position with a collaborative conservation organization, the Monarch Joint Venture. The Monitoring Coordinator will manage the implementation of a national monitoring program for monarch butterflies and their habitats. The program was designed by the Monarch Science Conservation Partnership (MCSP), and includes surveys of adult and immature monarchs, milkweed and nectar plant resources. The Monitoring Coordinator will guide the deployment of training materials, participate in national implementation planning, and interact with major partners to generate participation in the program. The successful candidate will engage diverse partners and investors for implementation and will enhance the MJV's reputation as the leading science-based monarch conservation organization in the US.

This position requires a good understanding of landscape ecology, insect biology, and partnership building. An ideal candidate will be a great communicator, with sound experience in designing monitoring projects, working across agencies, and engaging participants in citizen science programs. A background in monarch or other invertebrate conservation is a plus. There will be extensive contact with others within and outside the organization and partnership, in person, by telephone, and through email. The work requires initiative, flexibility, and attention to detail. It is essential that the person in this position is able to prioritize tasks and work in a team environment. The MJV Science Coordinator will oversee activities of the position; the successful candidate will report the MJV Coordinator.

Primary Duties:

Coordination and Facilitation: 40%

- Establish a network of nationwide contacts who can support a sustainable network of monitoring participants in the long term. Work with these partners to build a framework to recruit, train, and maintain participants to gather data from high priority areas over an extended period of time.
- Direct outreach activities (i.e. email, phone, flyers, meetings/conferences) to enlist partner entities and volunteers in the national monitoring strategy.
- Facilitate partner discussions to improve strategy implementation (i.e. site access, use of field technicians, volunteer recruitment and retention, etc.)
- Facilitate discussions of the monitoring program with the MCSP technical team to refine the program over time, including sampling/protocol design.
- Oversee activities of undergraduate students and other personnel working on this effort.

Program Development: 25%

- Seek additional funding to support program expansion through grant writing, sponsorships, or in-kind contributions from participating entities.
- Based on field experiences and feedback from implementing partners, suggest improvements for monarch monitoring protocols that will engage a broad spectrum of participants (agency staff, conservation professionals, citizen scientists, etc.)
- Improve existing training materials and online platforms for program information.

Communication and Presentation: 25%

- Develop and deliver outreach and training materials, including online, printed, and in-person sessions for teaching the monitoring protocols to multiple audiences.-
- Develop briefing papers and present on monarch monitoring initiatives in national and international forums and represent the MJV partnership in the broader science arena.
- Establish and maintain effective communication with partners regarding the status, management, and conservation of monarch monitoring. Disseminate technical information to partners, other agencies and organizations, and the general public.
- Provide technical assistance to agencies and organizations concerning issues related to monarch monitoring.
- Maintain frequent contact with partners and various organizations in a professional manner.

Administrative Duties: 10%

- Preparing reports for MJV leadership and funders
- Tracking expenditures for grant reporting

Qualifications Summary

The ideal candidate will be a conservation professional with research, partnership and public outreach experience. Relevant experience working successfully with diverse partners on landscape-scale monitoring initiatives regarding insects or pollinators is strongly preferred.

Required Qualifications:

- Undergraduate degree or higher from an accredited college or university in biology, conservation biology, natural resource management, or related disciplines
- Demonstrated communication skills, including oral presentation, writing, and ability to use appropriate communication techniques with a variety of audiences.
- Self-motivated with demonstrated ability to work independently under general guidance from and regular communication with the MJV Coordinator and other staff
- Demonstrated ability to keep track of multiple projects and activities on varying deadlines
- Ability to work in organizational partnerships in a collaborative and advisory capacity
- Willingness to travel frequently

Preferred Qualifications:

- Master's or PhD in ecology or related discipline
- Knowledge of insect, monarch, or pollinator biology/ecology
- Experience in web design and content management
- Grant-writing experience
- Experience in data management, data analysis, and writing of scientific papers
- GIS experience
- Experience working on conservation or resource management issues in an academic, government, or NGO position
- Experience coordinating citizen scientists or volunteers
- Experience with insect and habitat monitoring techniques

Please share your interest with Cora Preston via email (mjv@umn.edu). Cora will send you a link to the application on the University of Minnesota website when it becomes available.