
Jekyll Island Conservation Division

Job Title:	Director of Conservation
Category:	Conservation
Status:	Exempt / Full Time Employee
Salary:	\$50,000.00
Benefits:	Jekyll Island amenities pass for employee & family.
Retirement:	State Employee Retirement System (ERS)

Description:

Under the general direction of the JIA Executive Director, the Director of Conservation is a senior position which holds responsibility of the majority of the Conservation Plan implementation. This position is part of a conservation team on Jekyll Island that will ultimately be expanded as the program moves forward. The conservation team consists of:

- 1) Director of Landscape Planning and staff;
- 2) Georgia Sea Turtle Center staff which is lead by the Director/Veterinarian and the Research Coordinator as it pertains to the Conservation Plan implementation, and
- 3) Education Subcommittee.

The Director of Conservation is charged with leading the implementation of a significant part of the Conservation Plan and will interface with others on the conservation team. Grant writing and other fund raising activities, developing collaborations with other conservation organizations and universities will also be an important aspect of this position.

- 1) Land resource management, including implementation of controlled burning where appropriate, invasive plant management, and hydrological improvements. There will be significant interfacing with the Director of Landscape and Planning on these duties.
- 2) Chair the Environmental Assessment Procedure (EAP).
- 3) Assist in the development of a new Conservation Planning Committee that will act as long-term collaborators and consultants in the long-term implementation of the plan.
- 4) Budget development and management in addition to the identification and pursuit of funding to assist with the Conservation Plan's implementation and long-term adaptive management priorities.
- 5) Play one of the lead roles on the Jekyll Island Conservation Team.
- 6) Collaborate with wildlife management agencies (GADNR), conservation organizations, and universities in addition to existing wildlife initiatives on Jekyll Island.
- 7) Establish undergraduate, graduate student, and intern participation in Conservation Plan objectives.
- 8) Assist in public education programs as they pertain to the Conservation Plan.

- 9) Work to increase the awareness of and participation in Island conservation efforts amongst all stakeholder groups.
- 10) Work with other JIA staff to develop guidelines and partnerships that result in “best practice” approaches to environmental issues (e.g., LEED certification).
- 11) Assist Georgia Sea Turtle Center in wildlife and beach management activities as services are needed and time permits.
- 12) Provides timely and accurate analysis of all programs and reports to the Executive Director.
- 13) Attends regular Management Team meetings to address organizational issues and collaborates on organizational initiatives as a member of the management team.
- 14) Contributes to the development of plans and the resolution of operational issues together with other teams.
- 15) Performs other duties as assigned.

Closing Date/Time:

November 15, 2011

Qualifications:

- Masters degree in Natural Resource management-related field is required. Minimum of three (3) years experience in natural resource (land and wildlife) management.
- Grant writing and budget management
- GIS and mapping software expertise
- Experience working on conservation activities, and specific exposure with coastal conservation issues and Georgia’s barrier islands in particular is desirable
- Well-developed inter-personal, conflict resolution and negotiating skills.
- Team player, good sense of humor, good communication skills, resourcefulness.

Miscellaneous:

To apply, please submit a cover letter along with your resume that includes three references to:

Cornell L. Harvey
Human Resources Director
Jekyll Island Authority
Jekyll Island, GA 31527

CHarvey@jekyllisland.com
912/635-4085 (W)
912/635-4056 (F)

For more information about Jekyll Island Authority and local conservation efforts, please visit:
<http://www.jekyllislandauthority.org>

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