



INDEPENDENT CONTRACTOR JOB ANNOUNCEMENT

Coastal Community Science Coordinator

Application Deadline: February 20, 2021

Job Title: Coastal Community Science Coordinator

Department: Conservation

Reports to: Staff Scientist and Avian Conservation Program Manager

Classification: Independent Contractor (1 March to 1 October 2021)

Salary: Monthly stipend: \$2,945.00 + lodging for travel.

Part-time position: ~25-30hrs/week

Applicant must be based on the coast and ideally in Clatsop, Tillamook, or Lincoln County since the work is focused on Oregon's north coast. Housing is not provided although travel and lodging support are provided as needed.

Benefits Include:

- Ability to attend free or subsidized courses at Portland Audubon
- Discount at our Nature Store, including optics

About Portland Audubon

Portland Audubon has been a leading voice in conservation for over a century. Through conservation advocacy, environmental education, and wildlife rehabilitation, we promote the understanding, enjoyment, and protection of native birds, other wildlife and their habitats. We are located in a 150-acre wildlife sanctuary in Forest Park, just minutes from downtown Portland. Portland Audubon leads many conservation initiatives statewide as well, from the central coast where we manage our 216-acre Ten Mile Creek Sanctuary to Harney County in eastern Oregon.

Portland Audubon is committed to building a diverse and inclusive environment, reflecting the diversity of our community in its board, staff, contractors, volunteers, and members; ensuring its internal culture, business practices, and programs are welcoming and advance its diversity goals; and empowering people to make positive changes in their community and environment. Portland Audubon's contract position, Coastal Community Science Coordinator, is expected to serve diverse audiences and help advance Portland Audubon's diversity strategies. More background on our diversity efforts can be found at audubonportland.org/about.

Coastal Community Science Coordinator

Position Summary

This independent contractor job is expected to work independently, maintain and show proof of required certifications and insurances, and provide the requisite tools and materials for the job. Portland Audubon seeks an enthusiastic, self-motivated applicant with knowledge and a passion for birds, conservation, science, and public education to fill a position coordinating three long-term community science projects on the Oregon coast (click on hyperlinks for project background and information): [Plover Patrol](#) (~70% time), [Seabird Colony Monitoring](#) (~20% time), and the [Oregon Black Oystercatcher Project](#) (~10% time). The coordinator will report to Portland Audubon Staff Scientist and will work in cooperation with entities including Oregon Parks and Recreation Department (OPRD), the Institute for Natural Resources at PSU (INR-ORBIC), U.S. Fish and Wildlife Service, and several coastal conservation / friends groups.

Applicant must have excellent interpersonal and leadership skills, experience recruiting and coordinating volunteers, experience interacting with agencies, project partners, and conducting public outreach, and have a solid understanding of avian biological field monitoring and protocols.

Essential Duties & Responsibilities

- Recruits community science volunteers via Portland Audubon, coastal, and other networks, develops and distributes flyer (physically and virtually) advertising and promoting volunteer opportunities, and coordinates recruitment with partners.
- Attends 1-week Snowy Plover training in Florence in March (hosted by INR-ORBIC) to obtain official subpermit. ORBIC will also provide ~1-week of in-field training at north coast sites.
- Organizes logistics and trains community science volunteers in cooperation with OPRD and ORBIC (Plover Patrol), and Portland Audubon staff (seabirds and oystercatcher projects).
- Manages volunteer monitoring schedules keeping track via lists shared with Portland Audubon.
- Coordinates seabird and oystercatcher monitoring with USFWS intern (depending on availability).
- Set up study plots and survey routes as needed.
- Collects field data: For Plover Patrol, 1 field day per week including 4 sites on the north coast. For Seabird Colony Monitoring project 1 field day every 2 weeks at 1 site (minimum).
- Verifies volunteer data collection is occurring weekly. Ensure volunteers are correctly using the on-line data entry platforms for Plover Patrol and the Oregon Black Oystercatcher Project.
- Periodically provide QA/QC proofed Plover Patrol survey data to OPRD. Compile, proof and enter Seabird Colony Monitoring data into Excel and provide to Portland Audubon and the USFWS.
- For Plover Patrol organize at least 5 interpretive “plover walks” (dependent on Covid restrictions)
- Provide photo documentation of all aspects of each project and house in Google shared drive.
- Work with Portland Audubon on an annual infographic report summarizing findings for the Seabird Colony Monitoring and Plover Patrol projects.
- Disseminate marine reserve brochures, snowy plover, and other marine conservation info to the public during monitoring sessions and collect contact info of people that would like to get on Audubon supporter/activist lists. (dependent on covid restrictions)
- Coordinate & facilitate with other coastal partners (Friends of Cape Falcon, Audubon Society of Lincoln City, and others)
- Help Portland Audubon organize a season ending volunteer appreciation event (dependent on Covid restrictions).
- Provide brief 1 page reports to Portland Audubon on status of projects with every invoice (every month for contract duration).
- Other duties as assigned.

Preferred Skills & Experience

Studies have shown that women and minorities often don't apply for positions where they don't meet all of the preferred skills and experience. We recognize that there are many different paths, experiences, and less traditional backgrounds that add value to one's work, and encourage applicants to apply even if they do not have all of the preferred skills.

- Excellent organizational, multitasking, and communication skills
- Driven, self-motivated disposition
- Ability to work with minimal guidance
- Experience with basic bird identification
- Solid understanding of avian biological field monitoring, survey protocols, and basic ecology
- Public outreach experience
- Experience using Microsoft Office applications and Google drive

Coastal Community Science Coordinator



Work Environment and Requirements

- Applicant must be based on the coast and ideally in Clatsop, Tillamook, or Lincoln County since the work is focused on the north coast. Housing is not provided although travel and lodging support are provided as needed.
- Applicant is required to use their own computer/ laptop, phone, other equipment to perform required services, and is responsible for travel to sites to complete field work.
- Occasional work after-hours and weekends. Travel is primarily local during the business day, although some out-of-the-area and overnight travel may be expected.
- Engage in regular communication in-person as well as through electronic means.
- Routinely use computers, laptops, phones, and A/V equipment like projectors.
- Hike long distances in sandy conditions, occasionally in inclement weather
- Occasionally lift and/or move up to 10 pounds.
- Flexibility with changes in plans particularly as we navigate the continuing COVID-19 pandemic.

Application

Portland Audubon does not discriminate on the basis of race, creed, sex, sexual orientation, age, religion, marital status, national origin, political affiliation or mental or physical handicap. Candidates of color are strongly encouraged to apply. Portland Audubon is committed to building a diverse and inclusive environment, reflecting the diversity of our community in its board, staff, volunteers, and members; ensuring its internal culture, business practices, and programs are welcoming and advance its diversity goals; and empowering people to make positive changes in their community and environment. All Portland Audubon employees are expected to serve diverse audiences and help advance our diversity strategies. More background on our diversity efforts can be found at <http://audubonportland.org/about>.

How to Apply

Please email your cover letter, resume, and completed employment application* to jliebezeit@audubonportland.org with subject: "Coastal Community Science Coordinator"

*Employment application available at www.audubonportland.org/about/jobs

Application Deadline: On or before February 20, 2021 at midnight.
EMAIL SUBMISSIONS PREFERRED

Submission via US Postal Service to: Joe Liebezeit, Staff Scientist and Avian Conservation Manager
Attn: Coastal Community Science Coordinator, 5151 NW Cornell Road Portland, OR 97210



Diversity Statement

Portland Audubon believes that inspiring all people to love and protect nature is best achieved when we embrace diversity as a value and practice. In the same way an ecosystem needs many types of plants and wildlife, an organization thrives when it includes a diversity of people and perspectives. We recognize that inequities are widespread and create gaps between our present reality and our aspirations. Audubon is committed to:

- Reflecting the diversity of the community in our board, staff, volunteers, and members.
- Ensuring our internal culture, business practices, and programs are welcoming and advance our diversity goals.
- Empowering people to make positive changes in their community and environment.

Portland Audubon has nearly completed two years of a five-year strategic plan. A core priority moving forward is to infuse equity, inclusion, and diversity (EID) into all of the goals and work of the organization. This position will play an important role in achieving the organization's EID goals through engagement with staff, board members, donors, volunteers and the public. We recognize that in order to serve diverse communities we must also have diversity represented in our staff. Applicants of color, immigrants, and other underserved persons are encouraged to apply.

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