



NOW HIRING **Ambassador Animal Coordinator**

Application Deadline: September 23, 2022

Job Title: Ambassador Animal Coordinator

Department: Conservation

Reports to: Conservation Program Manager

Supervisors: Volunteers

Classification: Non-exempt, Part-time

Hours: Non-exempt, Part-time 50 - 60% FTE
(20-24 hours/wk)

Salary: \$22-24/hour

Benefits Include:

- Medical insurance: 100% payment of premiums for medical and dental insurance, for employees only
- Competitive leave benefits which includes paid vacation, accrual of paid sick time, recognized paid holidays as well as flexible holiday time per year, and family leave - accrual rates based on number of hours worked per pay period/month.
- 401(k) 3% match plus annual fixed amount contribution
- Ability to attend free or subsidized courses at Portland Audubon
- Substantial discount at our Nature Store, including optics
- Opportunity to work in one of the most beautiful forests in Oregon

About Portland Audubon

Portland Audubon has been a leading voice in grassroots 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 172-acre wildlife sanctuary in Forest Park, just minutes from downtown Portland. Portland Audubon currently has approximately 35 professional staff, more than 500 active volunteers and a local membership of more than 16,000 people. Portland Audubon's conservation and environmental education work spans the entire state of Oregon with a focus on marine, forest, desert, wetland and urban ecosystems. Additional background regarding our extensive education, advocacy, wildlife rehabilitation, and habitat programs can be found at www.audubonportland.org.

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 our internal culture, business practices, and programs are welcoming and advance our diversity goals; and empowering people to make positive changes in their community and environment. More background on our diversity efforts can be found at audubonportland.org/about.

Ambassador Animal Coordinator

Position Summary

Portland Audubon's Wildlife Care Center is the busiest rehabilitation facility in the region, and is home to a small collection of non-releasable native animals, currently including four birds (a Common Raven, a Turkey Vulture, and American Kestrel, and a Great Horned Owl) and one Western Painted Turtle, all currently on static display. The Ambassador Animal program is a key component of our organization's education and advocacy work, providing powerful opportunities to engage the public in conservation issues impacting wildlife and inspiring them to action.

The Ambassador Animal Coordinator is responsible for overseeing the daily care of the ambassador animals, enrichment, training and managing a small cadre of volunteers, and developing educational programming related to the ambassador animals. The Coordinator works closely with a wide array of Audubon staff to integrate that ambassador animal program into Audubon's conservation mission. Applicants should possess excellent team building, organizational and communication skills, and bring experience and expertise in engaging volunteers and the community. A passion for wildlife conservation is essential.

Portland Audubon's Animal Ambassador program is in transition. We are in the process of rebuilding the volunteer and interpretive elements of the program after the impacts of COVID. In addition, over the next few years, the Wildlife Care Center will be moving to a new site, which will create potential for increased capacity and complexity of our captive animal program. The Ambassador Animal Coordinator will be instrumental in helping to envision and shape the program's future.

This is a great job for somebody who brings a high level of enthusiasm for working with animals in a community-based conservation program, a solid foundation in working with captive wild animals, and a desire to be part of building a program over time.

Essential Duties & Responsibilities

- Build and manage a team of approximately 15 Ambassador Animal Volunteers
- Supervise and train volunteers to provide consistent, high quality daily care and enrichment to exhibit animals
- Coordinate the development & delivery of educational materials, events, and programs related to the ambassador animals with multiple departments
- Develop and implement animal training protocols
- Incorporate strategies to further Portland Audubon's diversity, equity, and inclusion goals
- Other duties as assigned

Preferred Qualifications

- Minimum 3 years of avian husbandry experience, proficient in basic skills including avian handling, enrichment design, making & maintaining equipment (jesses), beak/talon coping
- Minimum of 1 year of experience training birds (ideally raptors), using operant condition techniques and choice based training. Experience designing and implementing individual animal training plans.
- Experience creating and delivering conservation-focused educational programs in a variety of formats
- Commitment working toward equity, diversity, and an inclusive culture in educational programming
- Demonstrable experience & enthusiasm for training and supervising volunteers
- Computer skills, including ability to learn/utilize an animal record database system

Ambassador Animal Coordinator



Certificates, Licenses and Registrations

- IAATE/CBPT Avian training certification (or must be obtained within 12 months of hire)

Working Conditions

- The Ambassador Animal Coordinator is a physically demanding job. The employee must stand during most or all of the shift, frequently lift and/or move up to 25 pounds, bend, squat, and reach. Tasks also require fine motor dexterity and grip strength
- Work is performed indoors and outdoors, in all weather conditions.
- This job requires a flexible schedule, including occasional weekend hours, in order to effectively oversee the volunteers caring for the animals 7 days a week.

Cultural Competencies

Portland Audubon is committed to maintaining an anti-racist organizational culture. We are committed to training all staff on cultural competency and diversity, equity, and inclusion. We seek staff with comfort and curiosity in engaging in conversations around issues of identity, belonging, and systemic oppression.

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. 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

ONLINE SUBMISSIONS PREFERRED

Apply online at <https://portlandaudubon.bamboohr.com/jobs/>

To submit via US Postal Service:

Please send your resume, cover letter and the [application](#) found on our website to:

Human Resources
Portland Audubon
REF: **Ambassador Animal Coordinator**
5151 NW Cornell Road
Portland, OR 97210

APPLICATION DEADLINE:

This position will be open until filled, but preference will be given to applications received before September 23, 2022.