



Cascadia Wildlands 2024 Summer Field and Events Coordinator

Employment Status: Temporary, Part-Time, Seasonal

Compensation: Hourly \$28/hour, 24 to 30 hours/week for 10-12 weeks, depending on availability (total contract maximum of 300 hours). Position involves working irregular hours, including weekends, evenings, and overnight camping trips.

*This is a short term contract position that does not include insurance or other benefits.

Location: This is a hybrid remote position based in Eugene, OR. There will be regular travel to various field locations within western Oregon public lands, up to 200 miles, but typically closer to 50-100 miles. Mileage reimbursement is available. The coordinator is expected to work from the Cascadia Wildlands' office or at a home office when they are not in the field.

Start Date: Exact start date is flexible in May 2024, preference for earlier in the month. End date in late September 2024. Must be available for Field Checking Basecamp June 20-25th and the Oregon Country Fair July 12-14th.

ABOUT CASCADIA WILDLANDS

Cascadia Wildlands is a 25-year-old, non-profit conservation organization working to defend and restore Cascadia's wild ecosystems in the forests, in the courts, and in the streets. We envision vast old-growth forests, a stable climate, rivers full of wild salmon, wolves howling in the backcountry, and vibrant communities sustained by the unique landscapes of the Cascadia bioregion.

Grassroots organizing, policy and litigation are the primary strategies we employ to achieve our conservation goals.

POSITION DESCRIPTION

The Coordinator is the seasonal support for organizing Cascadia Wildlands' WildCAT (Cascadia Action Team) volunteer resources, seasonal field checking activities and data, hikes, outreach opportunities, training and other public events. The Summer Field & Events Coordinator reports to the Grassroots Organizer, with support from the Conservation Director. This position supports the organization's work to make sure that public agencies are following the law and taking actions that are consistent with management plans and the best available science.

Fieldwork involves supporting volunteers in field checking proposed timber sales across public lands in western Oregon (usually no more than a 1-2 hour drive from Eugene, OR) on day and sometimes overnight trips. Priority locations for field checking are identified by Cascadia Wildlands' Wildlands Director and Grassroots Organizer. Field checking usually involves driving to remote areas and hiking off trail on uneven, often strenuous terrain during variable weather conditions. Field data — including notes describing the forests, measurements, lists of species present, photographs, and more — are organized for use in outreach, public comments and legal advocacy. Public programming includes volunteer training, public hikes, and other educational, fundraising and outreach events.

- **Field checking coordination and logistics (50%)**
 - Working with the Grassroots Organizer and Communications Fellow, bottomline planning of and logistics and outreach (social media posts, sign-up forms, pre and post volunteer communications, carpools, organizing and keeping track of equipment, etc.) for field checking outings, including day trips and campouts
 - Working with the Grassroots Organizer, attend and assist with field checking trainings and outings, including independently leading small breakout groups of volunteers in the field, and Field Checking Basecamp (June 20-25th)

- Ensure effective information and field data transfer between volunteers and Cascadia Wildlands' staff within one week of outings
- Ensure proper and safe use of all equipment/gear/tools
- Ensure volunteer safety and COVID-19 field work protocols
- **Field checking data management (30%)**
 - Support and/or independently lead trainings on field checking data collection protocol for volunteers
 - Assist in maintenance of project data, including project maps, photographs taken in the field, and data sheets
 - Ensure field data is uploaded and organized in a timely manner, including sending reminders and following up with volunteers
- **Events (15%)**
 - Represent Cascadia Wildlands at relevant outreach and fundraising events, including but not limited to: Basecamp (June 20-25th), Oregon Country Fair (July 12-14th), Eugene Pride (TBA), TransWild (TBD), WildCAT Celebration (TBD)
- **Miscellaneous (5%)**
 - Attend Cascadia Wildlands staff and WildCAT volunteer monthly meetings as needed
 - Draft short updates for Cascadia Wildlands monthly newsletter and blog

REQUIREMENTS

- Available to start May 2024
- Ability to work for several hours at a time in rugged, forested environments where conditions are often unknown and/or changing
- Ability to traverse off trail on steep terrain in variable weather conditions, carry up to 50lbs, and communicate with others in an outdoor setting
- Ability to work in office environment as needed, which requires communicating with others and preparing and managing documents

- Excellent interpersonal and collaboration skills, including the ability to communicate effectively with partners and community representatives
- Maintain and track hours on a non-typical schedule, including early starts, weekends, and overnights. Submit timely invoices for hours and reimbursement
- Keen attention to detail and ability to coordinate logistics for multiple events; ability to learn from challenges and adapt
- Recognition of the dynamics of social privilege associated with race, gender identity, class, age, ability, education-level and other characteristics and demonstrated experience and ability to address these proactively to promote equitable, just, and inclusive solutions to conflict
- Proficient in basic computer applications, such as email, listserv/google group/drive management, word processing, spreadsheets, and internet
- Proficient in basic smartphone applications, such as Signal messaging
- A full cycle of the COVID-19 vaccine and boosters

PREFERRED EXPERIENCE AND SKILLS

- Familiarity with Pacific Northwest forest ecosystems
- Experience using Avenza or data collection apps
- Experience utilizing GIS mapping software, and/or map-reading skills
- Experience processing ecological field data
- Familiarity with land management agencies
- Personal vehicle with valid insurance is not required, but strongly preferred (mileage reimbursement available)
- Wilderness First Aid (or equivalent) and CPR certified
- Spanish language proficiency

DESIRED ATTRIBUTES

- An interest, curiosity, and a willingness to learn and deeply engage with wild places, wildlife, and grassroots movements

- A commitment to building a more diverse, equitable and inclusive environment in the office and in the larger conservation community
- A high standard of accountability
- An ability to form meaningful relationships with diverse and sometimes disparate constituencies
- A commitment to building a movement through cultivating volunteers, creating personal connections with community members, and supporting fellow staff members in their work
- A commitment to preventing and/or resolving conflicts and communicating openly and honestly
- A positive, solutions-oriented approach to work

Cascadia Wildlands is committed to cultivating a diverse, empowered, and respectful community in the workplace and beyond. We do not discriminate against individuals on the basis of race, color, sex, sexual orientation, gender identity, religion, disability, age, parental status, marital status, veteran status, ancestry, or national or ethnic origin. People of color, people with disabilities, and people of all gender identities are encouraged to apply.

To Apply: Please send a current resume, a cover letter, and three references to apply@caswild.org. Priority deadline is **March 21, 2024**. Not every applicant will be asked to interview. First-round interviews will be conducted via Zoom. Advancing applicants will then be asked to come to the Cascadia Wildlands office for an in-person interview. Applicants may be asked to complete a “homework” assignment after the first interview that will take no longer than two hours. The position is open until filled.