



Louisiana Ecological Forestry Center, LLC Job Description

Send resumes and applications to: rmckay@theleafcenter.org

JOB TITLE: Southern Technical Coordinator – “Integrating Ecological Grazing and Longleaf Pine Restoration”

POSITION GRADE/LEVEL: Salary Benefits Eligible

RATE RANGE: Commensurate upon experience. Mileage compensation available within a policy of work-related travel outside of primary work location. Cellular and internet stipend are available.

WORK SCHEDULE: Position is funded for 36 months. Salary positions require a minimum of 40 hours per week. Continuation of employment is dependent on continued funding. Employee must be willing to modify schedule to accommodate scheduled workshops including an occasional weekend. 90% field work, up to 40% travel.

SUPERVISION: Louisiana Ecological Forestry (LEAF) Center Executive Director. Position will be shared with National Grazing Lands Coalition and will have co-supervision.

ADDITIONAL: Employee can be provided temporary housing in a cabin while transitioning to more permanent housing in the region. While in temporary housing, employee will be responsible for their own food and drink, washing their dishes, bed linens, taking out the trash and other duties to maintain clean housing during the temporary stay. Clothes washing machine and dryer are provided in another building. Employee will be required to keep the cabin clean and orderly and maintain the cabin weekly and possibly prepare for freezing temperatures.

NATURE OF WORK:

Essential Requirements and Responsibilities:

- 1) Lead efforts on the "Integrating Ecological Grazing and Longleaf Pine Restoration" Program by promoting and implementing grazing within the longleaf pine ecosystem through training, technical assistance, and grant funding management at the Louisiana Ecological Forestry (LEAF) Center.
- 2) Work collaboratively with LEAF Center Land Executive Director and Director of Education and Planning of the National Grazing Lands Coalition to execute the deliverables of the “Integrating Ecological Grazing and Longleaf Pine Restoration” project.
- 3) Deliver on the "Integrating Ecological Grazing and Longleaf Pine Restoration" program in longleaf pine ranges of East Texas, Southwest/West Louisiana, and Southern Mississippi.
- 4) Support ecosystem and grazing implementations.
- 5) Plan and execute training, workshops, and demonstrations.
- 6) Advise landowners on grazing and ecosystem management.
- 7) Assist with conservation activities to meet grant metrics.
- 8) Assist with prescribed fires and wildlife/vegetation monitoring.
- 9) Document project activities for grant funding.
- 10) Use mapping skills and directional judgment.
- 11) Apply herbicides on invasive species and maintain wildlife openings.
- 12) Assist with food plots and native plantings as needed.
- 13) Operate UTV and ATV on property.
- 14) Follow verbal and written instructions.
- 15) Use power tools and equipment effectively.
- 16) Work independently with minimal supervision.
- 17) Navigate rough terrain by foot, bike, or ATV.

Grazing Emphasis (required):

- 1) Integrate forestry and livestock grazing for better land use and soil health.
- 2) Create ecological grazing plans focused on native species and carbon sequestration.
- 3) Assess the ecological impact of grazing on habitat quality and biodiversity.
- 4) Promote sustainable grazing practices among landowners and organizations.
- 5) Complete other assigned tasks.

Biological Science Emphasis (preferred):

- 1) Assists with work plans to collect required data, determines recording requirements, and factors to use for complete habitat and species condition analyses.
- 2) Evaluate data and make recommendations for improvement of habitat or species.
- 3) The employee will assist with all aspects of conservation, forestry, wildlife, and other activities and needs to accomplish grant metrics.
- 4) All other duties as assigned.

DESIRABLE KNOWLEDGE:

- 1) Ability to follow safety and health procedures.
- 2) Skill in written communication to communicate information such as facts, ideas, or messages in a succinct and organized manner; produces written information, which may include technically accurate papers, that is appropriate for the intended audience.
- 3) Experience in or familiar with use of computers, software applications, databases, and automated systems and functions related to data input, retrieval, and routine analysis of data.
- 4) Ability to operate motor vehicles, other motorized equipment, and to use hand tools and forestry instruments.

PREFERRED EDUCATION AND EXPERIENCE:

- 1) Degree in Sustainability, Range/Forage technical sciences, Agricultural Communications, or related field.
- 2) Ability to perform manual labor under varying climatic conditions; experience interacting with multiple levels of supervision.
- 3) Any equivalent combination of education, training and experience which provides the required knowledge, skills and abilities to perform the essential function of the position.

WORK ENVIRONMENT:

- 1) Work is performed in a forest or pasture environment where terrain is often uneven, rocky, and covered with thick vegetation, and where there is exposure to extremes of weather and temperature, and in office, and laboratory environments. The incumbent may be required to use protective clothing and equipment.
- 2) The nature of duties may involve continuous presence of unpleasant or irritating elements, such as insects, noise, odors, dust, smoke, heat, cold, water, wet conditions or dirt. Work is performed primarily outdoors at times during inclement weather. Must have the ability to work in the forest with awareness of wild animals, insects, and reptiles, and be conscious of handling various scenarios of encounters with wildlife.

Physical Demands: The work requires some physical exertion, such as long periods of standing, walking over rough, uneven or rocky surfaces, recurring bending, stooping, reaching. Tasks will require regular physical strength and effort daily, such as, lifting heavy objects up to 50 lbs. carrying objects and stacking them. In addition, pulling, pushing, standing, climbing ladders, or walking for the full workday may be involved.

ABOUT US:

The Louisiana Ecological Forestry Center (LEAF) is a 501(c)(3) non-profit.

The AJ and Nona Trigg Hodges Foundation does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations.



Louisiana Ecological Forestry Center
1000 Hodges Loop
Florien, La 71429

Position Applied For: Southern Technical Coordinator
Resume is required for this position

Return to rodney@theleafcenter.org

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Current Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email: _____

Other Home Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Date(s) Available

Full Time: _____

Date(s) Available

Part Time: _____

Are you a citizen of the United States? YES ☐ NO ☐ If no, are you authorized to work in the U.S.? YES ☐ NO ☐

Have you ever worked for this company? YES ☐ NO ☐ If yes, when? _____

Have you ever been convicted of a felony? YES ☐ NO ☐

If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

**Louisiana Ecological Forestry Center
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References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES ☐ NO ☐

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES ☐ NO ☐

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES ☐ NO ☐

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[illegible]

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____