



## Position Description Sierra Corps Forestry Fellowship

**Position Title: Project Coordinator**

**Host Site: Plumas Corporation, Eastern Sierra Branch**

**Site Supervisor: Janet Hatfield**

**Work Commitment:** Sierra Corps Fellows are passionate and committed to the mission of the Sierra Nevada Alliance, Sierra Corps Program, and their Host Site(s). Fellows make a full-time commitment to serve a nonprofit organization or public agency in the Sierra Nevada. **Positions begin in January or February 2021. Time Commitment: 10-12 months, 40hrs/week.**

**Position Location: Mammoth Lakes/ Bishop, CA**

**Organization Description:** Plumas Corporation has been a leader in watershed restoration across the Sierra Nevada since 1985. Our mission is to promote the benefits of good land stewardship through education and restoration activities that result in healthy forests, resilient watersheds, and prosperous communities. Our continued commitment to meadow and forest landscapes and their importance to California's water security is why we often tackle some of the most challenging projects across the Sierra.

**Position Description:** The Fellow selected for this position will work on a large-scale collaborative forest restoration project surrounding the Town of Mammoth Lakes in the Eastern Sierra Nevada. The Eastern Sierra Climate and Communities Resilience Project (ESCCRP) will work to build resilient landscapes within the Inyo National Forest and promote fire adaptation in the Town of Mammoth Lakes. This Fellow will work to support the Project Manager in all facets of the project, including hosting stakeholder meetings, collaboratively leading project discussions around goals, objectives, performing a needs assessment and fulfilling a variety of roles within ad hoc focal teams that will work to address in greater detail tasks and deliverables needed to accomplish the work. Our Fellow will also aid in grant administration, the development of grant applications and requests for proposals, creation of maps and other digital information products as the project needs and skills align.

**Required Qualifications:**

- Bachelor's degree in Forestry, Environmental Science, or other natural resource field
- Excellent communication skills both verbally and in writing
- At least 1 year of experience in natural resources management and assessment, post education
- Ability to work with diverse partners and stakeholders and facilitate productive decision making
- Ability to quickly learn and apply new technologies
- Ability to work virtually and independently from a remote workplace given anticipated Covid19 related challenges
- Ability to commit to full term of Fellowship position

**Desired Qualifications:**

- 2 years combined experience in:
  - forest health monitoring and assessment
  - conservation planning
  - project management
  - environmental analysis and research
  - environmental education/communications
  - wildland fire management
  - biomass energy technology or sustainable resource economics
- ArcGIS GIS analysis and web mapping applications knowledge
- Web design and development
- Strong technical writing skills geared toward grant writing and project outreach
- Desire to work in a forest health related career
- Passion for conservation of the Sierra Nevada
- Knowledge of CEQA/NEPA regulations and documentation

**Host Site Website:** <https://www.plumascorporation.org/>