



MONARCH JOINT VENTURE

Position Announcement:

*Monarch Joint Venture (MJV)
Monitoring Communications Specialist*

Time frame: March 2017 – March 2018 (with possible renewal) (Start date is flexible)

\$19 per hour, Half-time

Housed at the University of Minnesota (St. Paul)

Position Summary:

The MJV Monitoring Communications Specialist is an exciting, new position with a collaborative conservation Joint Venture. The person in this position will help to engage a broad constituency, including citizen scientists, in a national monarch monitoring program. The person in this position will enhance the MJV's reputation and standing as the leading science-based monarch conservation organization.

This position requires a good understanding of the MJV's mission, a basic knowledge of monarch biology, and an ability to sustain an effective environment for accomplishing MJV monitoring activities. There is extensive contact with others within and outside the organization and partnership, in person, by telephone, and through email. The work requires initiative, flexibility, and attention to detail. It is essential that the staff member in this position is able to prioritize tasks and work in a team environment. The position reports to the MJV Science Coordinator and Steering Committee Chairs.

Primary Duties:

- Strategically identify target monitoring audiences (e.g. citizen scientists, nature centers, youth organizations, state coordinators, federal and state agencies, academics, etc.) and/or partner organizations that will facilitate monitoring (e.g. obtaining site access).
- Develop tailored messaging to recruit new participants and communicate project status,
- Seek approval of messaging content from appropriate parties
- Disseminate messages to target audiences through appropriate networks and/or strategically reach out to individual monitoring entities
- Obtain feedback on effectiveness of messaging
- Respond to informational inquiries about the MCSP Monitoring Strategy and help potential participants identify engagement opportunities.
- Assist in developing informational material about the MCSP Monitoring Strategy.
- Record and maintain a contact list
- Maintain frequent contact with partners and various organizations in a professional manner.
- Assist in identifying and engaging partners to build a long-term communications and engagement strategy for the Monitoring Framework
- Other duties as assigned.

Qualifications Summary:

The ideal candidate will be a conservation professional with research and public outreach experience. Relevant experience working successfully on landscape-scale monitoring initiatives regarding insects or pollinators is strongly preferred.

Required Qualifications:

- Undergraduate degree or higher from an accredited college or university with a background in biology, conservation biology, natural resource management, or related disciplines appropriate to the position
- Demonstrated communication skills, including oral presentation, writing, and ability to use appropriate communication technologies with a variety of audiences
- Self-motivated with demonstrated ability to work independently under general guidance from and regular communication with the MJV Science Coordinator and other staff
- Demonstrated ability to manage multiple projects and activities
- Ability to work in organizational partnerships in a collaborative and advisory capacity
- Willingness to travel frequently

Preferred Qualifications:

- Knowledge of insect, monarch, or pollinator biology/ecology
- Experience working on conservation or resource management issues in an academic, government, or NGO position

Applications will be received through the University of Minnesota. The posting is not yet available on the University website but will be soon. Please email Wendy Caldwell, MJV Coordinator (maczi001@umn.edu) to express your interest in receiving more information about how to apply when the posting becomes available.