

## JOB DESCRIPTION



<b>JOB TITLE</b>	Urban Biodiversity Program Manager
<b>JOB FAMILY</b>	Conservation
<b>JOB NUMBER</b>	250005
<b>SALARY GRADE</b>	7
<b>STATUS</b>	Salaried
<b>LOCATION</b>	Chicago, Illinois, USA
<b>DATE</b>	February 4, 2019

### A LITTLE ABOUT US

Founded in 1951, the Nature Conservancy is a global conservation organization dedicated to conserving the lands and waters on which all life depends. Guided by science, we create innovative, on-the-ground solutions to our world's toughest challenges so that nature and people can thrive together. We are tackling climate change, conserving lands, waters and oceans at unprecedented scale, providing food and water sustainably and helping make cities more resilient. One of our core values is our commitment to diversity. Therefore, we strive for a globally diverse and culturally competent workforce. Working in 72 countries including all 50 United States, we use a collaborative approach that engages local communities, governments, the private sector, and other partners. To learn more, visit [www.nature.org](http://www.nature.org) or follow @nature\_press on Twitter.

### YOUR POSITION WITH TNC

The Urban Biodiversity Program Manager directs the efforts of the Chicago Urban Conservation Program to promote increased biodiversity in Chicago and Cook County for the benefit of natural system function and human community wellbeing. Represents the Conservancy in developing partnerships with land management agencies, other conservation organizations, and the academic community. Oversees the Conservancy's Indian Boundary Prairies as our urban biodiversity flagship site. The position is based in Chicago, with significant time at the Indian Boundary Prairies Office and sites in Markham, Illinois.

The Urban Conservation Program builds on the Conservancy's science-based, collaborative, results-oriented approach and its record of contributing creative and effective solutions to conservation challenges. We work to improve the quality of life for residents in Chicago and Cook County by augmenting natural areas and deploying natural infrastructure to reduce storm water runoff and other urban environmental challenges, increasing access to nature for all residents, and improving urban biodiversity. All our work is done collaboratively with other agencies and organizations across Chicago and Cook County. Our programs are designed with the goals of achieving environmental equity and reducing climate change impacts.

### ESSENTIAL FUNCTIONS

The Urban Biodiversity Program Manager expands the Conservancy's legacy as a leader in urban biodiversity conservation, helping to demonstrate the relevance and value of biodiversity in the urban ecosystem for natural infrastructure and human health and well-being. Throughout Chicago and Cook County, they will develop the Conservancy's capacity to support restoration of high value urban natural areas on public land, while expanding connections to our programs for natural infrastructure and connecting people and nature. This will include participation and support in restoration, research, monitoring, engagement with local communities, and development of innovative partnerships. They oversee the Conservancy's Indian Boundary Prairies (IBP) project and restoration staff, ensuring successful ecological management and expanding its role in all areas of urban conservation research and practice.

### RESPONSIBILITIES & SCOPE

- Expand the Conservancy's role in meeting public land managing agencies' goals to restore, manage and/or create urban natural areas in Chicago and Cook County (particularly the Forest Preserves of Cook County and Chicago Park District) in priority locations.
- Collaborate as part of an urban conservation team to develop projects that integrate goals to expand natural infrastructure and environmental services, build support for conservation with diverse communities, and improve overall biodiversity.
- Assist in the development of Chicago Wilderness to achieve biodiversity goals and to include human community benefits.
- Oversee the Conservancy's long-term urban biodiversity project, the Indian Boundary Prairies (IBP), to ensure exemplary restoration and management (including maintenance of Chicago Wilderness Platinum EERP certification), while building ecological and community connections to the surrounding urban community.
- Engage the research community in urban biodiversity topics critical to Chicago and Cook County, especially on the benefits of nature to human health and well-being. This includes promotion of IBP as a research site for urban conservation topics, such as pollinator ecology, stormwater management, rare species management, and others.
- Supervises IBP restoration staff.
- Establishes and maintains optimal performance standards within budget.
- Pursues and responds to relevant requests for proposal (RFPs) for grant funding for program and works with Development staff to secure donor support.
- Local travel, some evening and weekend hours. May work in variable weather conditions, at remote locations, on difficult and hazardous terrain, and under physically demanding circumstances.

### MINIMUM QUALIFICATIONS

- BA/BS degree and 5 years' experience in conservation practice or equivalent combination of education and experience.
- Experience communicating with the public and/or media both in writing and verbally.

- Experience working across differences such as race, culture, disabilities, socio-economic class and language groups.
- Experience managing complex or multiple projects, including staffing, workloads and finances under deadlines.
- Supervisory experience, including motivating, leading, setting objectives and managing performance.
- Experience in partnership development with non-profit partners, community groups and/or government agencies.
- Experience writing reports and proposals.
- Experience using applications such as Microsoft Word, Excel, and Web browsers.

### DESIRED QUALIFICATIONS

- Multi-lingual and multi-cultural or cross-cultural experience appreciated.
- 5-7 years' experience in conservation practice or related field or equivalent combination of education and experience.
- Demonstrated experience influencing, developing and implementing conservation policy and plans.
- Thorough understanding of urban biodiversity programs, organizations, and trends in northeastern Illinois and nationally
- Strong knowledge and understanding of City of Chicago and Cook County's political, cultural, and environmental NGO landscape.
- Knowledge of methods and standards of biodiversity information systems and initiatives or related field.
- Clear communication via written, spoken, and graphical means in English and other relevant languages.
- Experience in equitable partnership development and building relationships with diverse constituencies and stakeholders.
- Demonstrated experience in successful grant development and/or other fundraising from both public and private sources.
- Experience using GIS software such as ArcMap.
- Understanding of the human health dimensions of environmental and conservation challenges including socio-ecological systems and environmentally overburdened communities.
- Awareness and experience in environmental and/or social justice related work and collaboration with local communities.
- Equity-minded with a desire for continued learning about socio-historical context of historic underrepresentation, questioning assumptions, and making evidence-based decisions a regular practice.
- Strong team player who can build relationships and work collaboratively across the organization and with program partners.

### ORGANIZATIONAL COMPETENCIES

<b>Builds Relationships</b>	Builds productive relationships by interacting with others in ways that enhance mutual trust and commitment.
<b>Collaboration &amp; Teamwork</b>	Works collaboratively with stakeholders across levels, geographies, backgrounds, and cultures to improve decisions, strengthen commitment, and be more effective.
<b>Communicates Authentically</b>	Communicates proactively and in a timely manner to share information, persuade, and influence with the appropriate level of detail, tone, and opportunities for feedback.
<b>Develops Others</b>	Takes ownership to help develop others' skills, behaviors, and mindsets to help them maximize their workplace contributions.
<b>Leverages Difference</b>	Demonstrates commitment to harnessing the power of differences strategically; consistently sees, learns from, and takes strategic action related to difference; and demonstrates the self-awareness and behaviors to work across differences of identity and power respectfully and effectively with all stakeholder. Actively seeks to build and retain a diverse workforce and fosters an equitable inclusive workplace by drawing upon diverse perspectives.
<b>Systems Leadership</b>	Thinks and acts from a broad perspective with a long-term view and an understanding of 1) the dynamic nature of large-scale challenges and 2) the need for integrating five key practices: skillfully engaging appropriate people; providing a clear process for change; taking a holistic view of situations; focusing on a small number of strategic actions, while learning from and adapting them over time; and being aware of how one's own thinking or patterns of behavior may be limiting change.

*This description is not designed to be a complete list of all duties and responsibilities required for this job.*

### HOW TO APPLY

To apply to position number 47345 visit [www.nature.org/careers](http://www.nature.org/careers), submit resume (required) and cover letter separately using the upload buttons. All applications must be submitted in the system prior to 10:59 p.m. Central Time on March 27, 2018.

*The Nature Conservancy is an Equal Opportunity Employer. Our commitment to diversity includes the recognition that our conservation mission is best advanced by the leadership and contributions of men and women of diverse backgrounds, beliefs and cultures. Recruiting and mentoring staff to create an inclusive organization that reflects our global character is a priority and we encourage applicants from all cultures, races, colors, religions, sexes, national or regional origins, ages, disability status, sexual orientations, gender identities, military or veteran status or other status protected by law.*