JOB TITLE: COMMUNITY PROJECT MONITORING COORDINATOR

ESSENTIAL FUNCTIONS:
Lasting conservation success depends on building strong partnerships with the people who live in and care for the places where we work. Since 2002, the Conservancy has worked with local communities to improve nearshore marine resource management because we know that empowered communities will help to ensure that conservation management will endure. The Monitoring Team’s Community Project Monitoring Coordinator is responsible for ensuring that the community-based monitoring program meets the biological and human-use monitoring needs of the communities served. The Community Project Monitoring Coordinator will be responsible for coordinating all aspects of biological and human use monitoring with liaisons representing coastal communities that qualify for biological monitoring services. The Community Project Monitoring Coordinator will also be responsible for coordinating monitoring efforts between TNC marine staff, other NGO field staff, interns, volunteers, and community members to ensure that the data collected answers the resource management questions agreed upon by the monitoring team, community groups, partners and other stakeholders. The Community Project Monitoring Coordinator will also report back to the communities where data is collected, and ensure that community members are kept up to date on survey results. The Community Project Monitoring Coordinator will also be responsible for assisting TNC’s marine coordinators and NGO partners with the training of community members in biological surveying techniques.

BASIC QUALIFICATIONS
- Immersion experience in a Hawai‘i community setting.
- Experience cultivating relationships with community, government, NGO, and other partners.
- Experience building and managing project databases in a variety of software programs (e.g., Excel, ArcGIS).
- Experience monitoring biological and human-use indicators at community project sites.
- Experience in the training of staff, interns, community members, and volunteers.
- Experience in boat operations, safety, navigation and maintenance.
- Experience working with or knowledge of Hawai‘i’s natural systems and cultural practices and traditional Hawaiian values.

REQUIRED KNOWLEDGE AND SKILLS:
- Experience interacting respectfully and intelligently with community partners.
- BA/BS/AS/Technical or vocational degree in marine or other physical or social science-related field or Hawaiian Studies, and at least two years of related experience in marine resource monitoring and management or equivalent combination of education and experience.
- Commitment, dedication and passion for conserving Hawai‘i’s marine ecosystems and biodiversity.
- Knowledge of island ecosystem principles and traditional fishing and resource management practices.
- Knowledge of current trends and practices in conservation, marine management (traditional and contemporary), and biodiversity conservation.

- Ability to complete tasks independently, efficiently, and in a timely manner.
• Excellent written and oral communication skills.
• Basic working knowledge of biological survey tools, including boats, scuba gear, safety equipment, etc.

COMPLEXITY/PROBLEM SOLVING:
• Understands resource management concepts and tools, TNC procedures, and interaction/communication skills.
• Knows how to gather and compile biological and socioeconomic data, resolve disparities, and modify processes to generate plans with the monitoring team and community groups.
• Resolves routine issues independently, consults with supervisor to develop plans for resolution of complex problems.
• Cultivates and develops creative ideas to improve conservation strategies.
• Applies diversified knowledge of scientific principles and local cultural awareness and practices to a variety of assignments.
• Respects and is sensitive to community dynamics and is thoughtful, tactful, and diplomatic in communicating with community groups and individuals.
• Balances and/or mediates stakeholder disputes or concerns.
• Interprets guidelines, evaluates information, and modifies processes to adapt to changing circumstances.
• Assists with multiple projects as needed.

DISCRETION/LATITUDE/DECISION-MAKING:
• Performs under the direct supervision of the Science Specialist, and consults with TNC marine program staff.
• May supervise/lead a small team of science technicians, fellows, interns, and/or volunteers on a project basis and be assisted by other staff as needed.
• Work affords significant opportunity to act independently on assigned tasks with ability to exercise independent judgment.
• Addresses issues with supervisor that affect others’ work or the overall program.
• Performs under minimal and frequently distant supervision, consulting with supervisor on any unusual circumstance, problem or question that falls outside of general program coordination realm.

RESPONSIBILITY/OVERSIGHT – FINANCIAL AND SUPERVISORY:
• May supervise staff and/or marine program fellows and interns. May oversee the work of program teams, which may consist of staff members, volunteers, interns, or a combination of those.
• May need to gain cooperation from outside parties to accomplish program goals.
• Financial responsibility may include working within/managing a budget to complete projects, negotiating and contracting with vendors, and assisting with budget development.

COMMUNICATIONS/INTERPERSONAL CONTACTS:
• Networks with diverse groups, including fishers, community members, conservation partners, government officials, scientists, donors, marine recreational businesses, visitors, marine conservation practitioners, and the general public, to relate the significance of the monitoring team’s data for management and conservation purposes throughout the State of Hawai‘i.
• Provides a variety of information to staff and others, contributing to conservation projects and assisting workflow throughout the organization.
• Works and communicates effectively with diverse groups of people, including communities, scientists, fishers, marine program staff, and others, providing and obtaining needed information.
• Interacts with TNC guests, conveys marine conservation information, and leads field trips.

WORKING CONDITIONS/PHYSICAL EFFORT:
The Community Project Monitoring Coordinator may work in variable weather conditions, at remote locations, on difficult and hazardous terrain and seascapes, and under physically demanding circumstances. These conditions may present frequent possibility of injury, and/or require:
• Long hours in isolated and exposed outdoor settings.
• Considerable physical exertion and/or muscular strain.
• Travel to neighbor islands.
• A valid driver's license.

TO APPLY:
Please submit cover letter outlining relevant work experience and resume to jeber@tnc.org by March 31, 2008.

The Nature Conservancy is an Equal Opportunity Employer.