

Forest Stewards Guild Job Opportunity: Southwest Program Assistant



The Forest Stewards Guild is hiring a full-time temporary position in New Mexico! The *Southwest Program Assistant* position will be based out of our Santa Fe office. The position will assist with a variety of projects including community forestry, fire adapted communities, prescribed fire, ecological and socioeconomic monitoring, and youth training initiatives. The 6-month position starts in February 2019, with a potential transition to year-round employment dependent on performance and funding.

Organization Description

The Forest Stewards Guild, a national organization of foresters and allied natural resource professionals, is dedicated to practicing and promoting responsible forestry as a means of sustaining the integrity of forest ecosystems and the human communities dependent upon them. The Guild has 700 members, over half of whom are professionals who manage over 42 million acres of forestland in the United States and Canada. The Guild maintains regional offices in New Mexico, Colorado, Maine, North Carolina, and Wisconsin. The Guild's work in the Southwest is rooted in over 30 years of programs and projects serving communities and restoring ecosystems.

Position Description

The successful candidate will have a degree in forestry, ecology, natural resource management, or related field with professional experience, a valid driver's license, excellent communication and written skills, and be able to work outdoors in remote locations. The Southwest Program Assistant will work on projects related to our Forest Stewards Youth Corps program, forest restoration and prescribed fire projects, Fire Adapted Communities, Community Wildfire Protection Planning, and ecological and socioeconomic monitoring. Assignments will combine field work, writing, data analysis in excel, and engaging with colleagues and the public through meetings and outreach. The successful candidate will work well as a team, with collaborative groups, have excellent communication and presentation skills, have experience with databases, websites, mapping software, and data analysis.

Pay commensurate with experience. Paid leave and paid holiday benefits are provided. Employer-sponsored comprehensive health care and dental care coverage is available after 60 days of continuous employment. Participation in a retirement plan with an employer match is available after 90 days. We will consider flexible work schedules to accommodate family or other commitments. The Forest Stewards Guild is an equal opportunity employer.

Location

The position is based at the Guild's office at 2019 Galisteo Street, Santa Fe New Mexico 87505.

Contact Us

Interested applicants should submit a one-page cover letter, one-page writing sample, three professional references, and resume to Eytan Krasilovsky (eytan@forestguild.org) by **February 1st**. Eytan can also be reached at 505.983.8992 ext. 16. Please specify your earliest available start date.