### JOB DESCRIPTION

**POSITION TITLE**

Restoration Crew Leader

**JOB ID #:**

43955

**LOCATION:**

Merrillville, Indiana

**FULL/PART TIME:**

Full-time

**REGULAR/TEMPORARY:**

Regular with an end date

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**SUMMARY**

The Restoration Crew Leader performs and participates in restoration operations including the maintenance, management, development, and coordination of conservation programs. This is an 18-month position with an approximate time frame of April 2016 to September 2017, with the possibility of an extension if more funding becomes available.

**ESSENTIAL FUNCTIONS**

The Restoration Crew Leader leads work teams and supervises staff to ensure objectives of Conservation Strategic Plans are met, coordinates community support, and implements preserve management plans. S/he removes exotic species and/or monitors and researches species, maintains tools and equipment, and operates heavy machinery.

**RESPONSIBILITIES & SCOPE**

- Coordinates with administrative and professional staff with responsibility for performance management, training, and development.
- May lead or monitor work groups consisting of staff, interns, and volunteers covering a wide geographic area.
- Financial responsibility may include working within/managing a budget to complete projects, and assisting with budget development.
- Networks with diverse groups, including landowners and conservation partners to align restoration goals and priorities.
- Works with multiple landowners/partners to coordinate TNC participation in restoration and management activities on non-TNC lands.
- Works under minimal and distant supervision; must make independent decisions based on experience and judgments.
- May work in variable weather conditions, at remote locations, on difficult and hazardous terrain and under physically demanding circumstances.

**MINIMUM QUALIFICATIONS**

- BA/BS/AS/Technical or vocational degree in science-related field and 1 year related experience in custodial and ecological land management or equivalent combination of education and experience.
- Experience with natural systems.
- Experience recognizing plant and animal species as required to complete restoration activities.
- Experience in ecological land management principles.
- Experience supervising staff.
- Experience operating and/or repairing various types of equipment and machinery.
- Must have a valid driver's license.

**PREFERRED KNOWLEDGE, SKILLS & EXPERIENCE**

- 1-2 years related experience in custodial and ecological land management or equivalent combination of education and experience.
- Knowledge of current trends and practices in conservation, land management, and natural resource preservation.
- Ability to complete tasks independently with respect to timeline(s).
- Manages time and diverse activities under deadlines while delivering quality results.
- Working knowledge of common software applications (e.g.; Word, Excel, Web browsers).
- Basic Geographical Information System (GIS) skills desirable but not required.
- Communicating clearly via written, spoken, and graphical means in English and other relevant languages.

*This description is not designed to be a complete list of all duties and responsibilities required for this job.*
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<thead>
<tr>
<th>ORGANIZATIONAL COMPETENCIES</th>
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<tr>
<td>Accountability for Outcomes</td>
<td>Pushes for excellence. Establishes challenging goals for self and others to drive performance in support of the Conservancy’s mission. Rewards behavior that achieves these standards and is aligned with the organization’s mission/ values. Takes action to address performance problems in a timely and appropriate manner.</td>
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<tr>
<td>Builds Organizational Capability</td>
<td>Builds or adapts organizational structures to accomplish the mission and to improve performance. This includes reorganizing organizational systems, structures, processes, procedures, communication channels or reporting relationships. With the Conservancy’s strategic filter in mind, determines who can contribute, gets the right people involved, and builds bench strength for the future.</td>
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<tr>
<td>Collaboration &amp; Teamwork</td>
<td>Shows a willingness to put the needs and goals of a global organization before personal/local/departmental needs. Works with others across organizational boundaries. Makes decisions, sets priorities, and allocates resources to help the organization as a whole achieve results.</td>
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<tr>
<td>Communications</td>
<td>Effectively expresses messages verbally and in writing. Actively listens to others. Fosters open exchange of issues. Is timely with information.</td>
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<td>Courage &amp; Decisiveness</td>
<td>Makes decisions and stands by them. Makes timely decisions even under pressure and when lacking complete information. Has the courage to modify decisions and admit why and how they were wrong.</td>
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<td>Flexibility &amp; Innovation</td>
<td>Flexible to changing circumstances. Takes innovative approaches towards work. Takes calculated risks and makes dependable decisions in the face of uncertainty.</td>
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<td>Influences for Results</td>
<td>Achieves results by persuading, convincing, or influencing others. Adapts approach to the individual or group and knows how and when to use complex influence strategies. Uses success stories and passion for the mission to generate enthusiasm and support.</td>
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<td>Open to Learning</td>
<td>Versatile learner and committed to self-improvement. Employs strengths effectively. Willingly shares knowledge with others. Seeks coaching on areas needing improvement. Adjusts behavior/performance as needed. Views mistakes as learning opportunities.</td>
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<td>Organizational Awareness</td>
<td>Understands the basics of our business. Knows how local job relates to the big picture &amp; contributes to the overall strategy. Knows how/why things work inside TNC. Easilly moves through internal networks and channels for success.</td>
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**AUTO SAFETY PROGRAM**

This position requires a valid driver's license and compliance with the Conservancy's Auto Safety Program. Employees may not drive Conservancy-owned/leased vehicles, rental cars, or personal vehicles on behalf of the Conservancy if considered "high risk drivers." Please see further details in the Auto Safety Program document available at [www.nature.org/careers](http://www.nature.org/careers). Employment in this position will be contingent upon completion of a Vehicle Use Agreement, which may include a review of the prospective employee's motor vehicle record.

**HOW TO APPLY**

For more information and to apply, please visit [www.nature.org/careers](http://www.nature.org/careers) and search for job opening ID#43955 under the advance search. All applications must be submitted in the system prior to 11:59 p.m. Eastern Time on March 4, 2016.

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.