



# MONTANA WILDERNESS ASSOCIATION

## EASTERN MONTANA FIELD DIRECTOR POSITION ANNOUNCEMENT

**Job Title:** Eastern Montana field director, 1.0 FTE  
**Supervisor:** Conservation director  
**Compensation:** \$41,200 to \$48,500 DOE; generous benefits  
**Classification:** Full-time, exempt  
**Location:** Billings

### **About Montana Wilderness Association (MWA)**

Come work for one of the most dynamic conservation organizations in the American West. Our mission is to work with communities to protect Montana's wilderness heritage, quiet beauty, and outdoor traditions, now and for future generations. We envision a future where, from the rugged mountains to the vast prairies, Montana's wild places are protected, connected, and restored because the citizens of our state value wilderness as essential to our heritage and way of life. Founded in 1958, MWA is the nation's oldest grassroots wilderness advocacy organization.

### **Summary of Position**

The eastern Montana field director (EMFD) is responsible for various aspects of programmatic work while building support for issues and campaigns across Montana's prairie wildlands. Working with MWA staff, volunteers, and partners, the EMFD is responsible for developing and implementing conservation strategies for some of Montana's last best places. S/he works closely with the southwest and central Montana field directors on a variety of agency processes and legislative campaigns and supervises interns, fellows, and/or part-time staff as needed. The EMFD is also responsible for public relations, position/policy development, and membership recruitment within the region.

A successful candidate is passionate about Montana's wild places and is an innovative, collaborative, and tenacious individual with an outgoing personality. The EMFD possesses the ability to make asks, follow through on their word, and create community around MWA's values, goals, and mission.

### **Major duties and responsibilities**

- Develops and leads programs and campaigns to further our mission across Montana's Prairie Wildlands
- Works closely with MWA leadership and staff to implement diverse conservation strategies
- Rallies public support, including individuals, partners, and communities for our key issues
- Works with local volunteers to promote our mission and implement our strategic plan in eastern Montana
- Supports our legislative priorities at both the state and federal levels
- Provides strategic oversight of our work on Forest Service and BLM travel management and plan revision processes

- Develops and implements strategies to protect wilderness character across eastern and central Montana
- Analyzes and submits formal comments and, when necessary, objections to various planning processes
- Develops strategies to mobilize key stakeholders in support of national monuments and the Antiquities Act
- Provides programmatic oversight and guidance to empower and engage the next generation of conservation leaders
- Identify, engage, and foster fundraising strategies in cooperation with our development staff
- Develops media relationships and generate positive articles and other earned media that support conservation strategies in cooperation with communications staff
- Maintains MWA's Billings field office

### **Qualifications**

- Bachelor's Degree in Natural Resources or related field and/or two years demonstrated experience in advocacy, grassroots organizing, and/or public land policy
- Experience developing strategies and implementing grassroots campaigns
- Familiar with Forest Service and Bureau of Land Management policy
- Ability to research and maintain a working knowledge of local, state, and national public land issues and policy
- Ability to maintain an upbeat positive atmosphere during difficult times or situations
- Ability to organize and lead diverse groups, individuals, and personalities
- Willingness to work in partnership with diverse interests and non-traditional partners
- Ability to recruit, coordinate, and manage volunteers
- Ability to engage and inspire young adults
- Self-motivated and able to work independently
- Computer proficiency is required, and knowledge of cartographic applications is desired
- Strong communication skills, both written and verbal
- A commitment and vision to the mission and vision of MWA

### **Administrative tasks**

- Keep record of activities and fill out bi-monthly time sheets on time
- Submit quarterly reports on time
- Complete work plans and performance reviews for all direct reports in accordance with organizational planning cycle
- Create content for online and print publications
- Participate in staff meetings
- Develop annual work plan and budget
- Maintain field office

### **Basic Conditions of Employment**

All employees of Montana Wilderness Association are ambassadors of the organization and are expected to support and fulfill the mission of the organization. All employees, regardless of job title,

must demonstrate the following minimum requirements for continued employment. In addition, it is the employee's responsibility to read, understand, and comply with the policies and procedures outlined in MWA's employee handbook.

**Professional conduct**

- Comply with established employment policies and practices
- Maintain confidentiality of organization and employee information
- Accept direction and provide direction in a cooperative and positive manner

**Personal conduct**

- Engage in personal conduct that is honest, respectful, courteous, and dignified, as well as legal, ethical, dependable, and reliable

**Competency**

- Develop and maintain skills, knowledge, and abilities required for adequate performance of assigned job duties

**Travel**

- Ability and willingness to travel as well as a willingness to work occasional evenings or weekends when needed
- Valid Montana driver's license

**How to apply**

Please send resume and one-page cover letter to MWA's business manager, Laura Parr, at [lparr@wildmontana.org](mailto:lparr@wildmontana.org). Resumes submitted without a cover letter will not be considered. No phone calls please.