

HUMAN RESOURCES DEPARTMENT

# NOTICE OF FULL TIME POSITION

## PUBLIC ANNOUNCEMENT

- POSITION: Department Director of Conservation POSTING DATE: 05/29/2009  
CONTROL #: DDIR-13
- SALARY: Annually depends on qualifications plus full benefits. This is a six-month introductory appointment. Satisfactory completion of introductory period is required prior to full-time staff appointment.
- REQUIREMENTS: Four-year college degree from an accredited college or university in Conservation, Environmental Sciences, Biological Sciences, Natural Resource Management, Landscape Architecture or any closely related field; Masters degree from an accredited college or university preferred; Valid LA driver's license; Six years in conservation field with three years experience in a supervisory role; Skills necessary to develop and manage Conservation Plans and Programs; Develop strategies to sustain Conservation areas and projects; Knowledge of different habitat types and ecological principals; Knowledge of developing and conducting and evaluating interpretive programming; Knowledge of grant writing and administering grants; Ability to understand research and apply sound scientific principles to the care and maintenance of BREC Conservation areas; Skills necessary to manage a staff and volunteer forces; Skills to prioritize work and manage related budgets.
- DUTIES: Plans, directs and manages activities of the Conservation Department; Acts as technical advisor to the Assistant Superintendent, Superintendent and Commission in matters involving Conservation; Determines priorities and makes recommendations related to strategic planning for conservation, conservation related policy and land acquisition, programming and interpretation of conservation facilities and concepts; Directs and coordinates the work of conservation staff, including the manager of the Bluebonnet Swamp Nature Center, and some consultants that may work on conservation projects to accomplish department and commission goals and objectives; Works with Planning and Engineering in the planning process for conservation facilities; Plans and manages Interpretive Programs for the Citizens of East Baton Rouge Parish, sometimes in partnership with other agencies; Prepares departmental reports for Assistant Superintendent, Superintendent, Commission, and others; Directs work of department in accomplishing objectives and tasks; Acts as staff representative to the Planning and Park Resources Committee; Prepares and makes presentations, speaking in front of groups; Analyzes work and projects for compliance with Conservation Plans; Educates the EBRP Citizens about the value of Conservation Areas; Establishes positive and productive work discipline; Provides direction in conjunction with department heads and facility managers, regarding operations; Directs work of departments responsible for grant applications involving capital construction; Evaluates designs by staff and outside consultants; reviews for safety and maintenance; Other job duties as assigned.
- APPLICATIONS: Available in the Human Resources Department at 6201 Florida Boulevard.
- RECRUITER: Stephanie Trim

**Candidates must file a new and complete application with the Human Resources Department at this time to be considered for this position.**