



## **Restoration Community of Practice (CoP) Regional Organizer**

**Temporary 12-month term with possible extension, ~5 hours/week to start**

The Society for Ecosystem Restoration in Northern British Columbia (SERNbc) through its collaborative, multi-organizational team that includes the Habitat Conservation Trust Foundation, the Fish and Wildlife Compensation Program, and the BC Wildlife Federation (the organizing team) is seeking regional organizers to build its capacity and help deliver its Northern Restoration Community of Practice [Terms of Reference \(ToR\)](#):

- **Vision:** A supported community of people interested in the effective delivery of ecosystem restoration actions.
- **Objective:** Build restoration practitioner efficacy and capacity through improved knowledge sharing, communication and collaboration. A practitioner is anyone interested in the delivery of a restoration project and may include professionals, academics, authorities, First Nations, stakeholders, funders, partners, governmental and non-governmental individuals.

### **Position Overview**

There are currently 2 part-time temporary (12 month) positions available, based in northern BC. Some travel may be required for meetings.

This position is desired to continue past 12 months and grow to full-time, however, this will depend on both funding availability and satisfactory performance. The position provides an opportunity to be creative and connected to restoration delivery throughout northern BC. The person is passionate about connecting people, is self-motivated, flexible, has a high level of initiative, good judgement, and is comfortable working with people from all backgrounds.

### **Structure**

SERNbc hires through negotiated contract after a successful interview process. We're looking for an experienced professional and wages will be reflective of skills and experience.

## **Responsibilities and Key Activities**

Reporting to the organizing team and CoP Coordinator, the successful applicant will:

- Become familiar with all aspects of the work and concepts completed to date by reviewing files and database as well as shadowing the CoP Coordinator;
- Establish a work plan and metrics to define personal and collective successes in the region and greater CoP;
- Identify and apply for funding opportunities;
- Develop the CoP regional group(s) local to the organizer by identifying the people involved, providing connection and facilitation;
- Assemble status of active regional relevant processes, committees, management plans, and action plans, that link to and prioritize restoration outcomes in northern BC and the region;
- Provide regular updates to the CoP Coordinator and organizing team;
- Identify regional barriers to effective and efficient restoration in collaboration with practitioners who live and/or work in the region;
- Identify gaps in the current state of knowledge and resources for restoration practitioners, including opportunities to deliver on the CoP's Terms of Reference, and create or curate local solutions and guidance;
- Plan, implement, and deliver collaborative in-person events, e.g., regional meetings, watercooler check-ins, organizing committee meetings, webinars, subject matter working groups;
- With support of the broader network, initiate templates and consider development of project Best Management Practices;
- Complete other tasks as assigned by the organizing team or CoP Coordinator, including but not limited to
  - assist with webinars or online meetings for CoP partners or participants,
  - preparing or contributing to presentation materials and communications,
  - organizing meetings and calls, preparing minutes and actions, and
  - summarizing progress in a timecard and progress report format for monthly invoicing.

## Qualifications and Skills

### Required

- Post-secondary education in a natural resource field. Preference for candidates with graduate degrees, or a bachelor's degree with at least 3 years of project development and delivery experience.
- Demonstrated experience and ability working in a collaborative environment with First Nations, government, and other interested parties to deliver natural resource projects.
- Proficiency using Microsoft Office Suite.
- An understanding of conservation issues in BC, particularly related to northern BC and ecosystem restoration.
- Experience, comfort and desire to work in team environments.
- Excellent verbal and written communication skills.
- Enthusiasm for connecting practitioners and collaborating.
- Embodies CoP's [shared values](#).
- Possesses creativity, flexibility, and good judgment.
- Must hold a class 5 BC driver's license or equivalent.

### Assets

- Familiar with GIS products and other digital literacy tools and products.
- Navigating online resources including web-based research, database queries, and online applications including web-maps, and government, non-profit and/or academic database and publication sites.
- Familiarity with the structure and operation of non-profit societies would be an asset.

**Positions are open until filled.** Apply by requesting an informational meeting and sending a resume to [mae.whyte@sernbc.ca](mailto:mae.whyte@sernbc.ca).