



## Conservation Director

Wildlife Forever, a national 501(c)3 non-profit organization, is seeking an experienced natural resource Program Director to develop, lead, and support conservation programs. This position works closely with program managers to seek funding, execute projects, and financially manage program deliverables and reporting.

In office, in person only. Occasional travel required.

### **Required Experience**

- Previous work in the natural resources field
- Proven track record in developing, leading, and supporting conservation programs
- Extensive project management
- Strong written, verbal, and digital communication skills
- Financial, budget and contract management
- Grant writing
- Public Speaking
- Self-motivated with demonstrated ability to work independently
- Multi-task abilities and aptitude to excel in fast-paced environment
- Strong organizational skills
- MS Office Suite & Adobe Suite

### **Preferred Qualifications:**

- Degree in Wildlife or Natural Resource Management, Biology, Business Management, Marketing, Public Relations, Graphic Design
- State or Federal Agency or nonprofit experience

### **Application Requirement:**

- 1) Professional cover letter
- 2) Writing / communication samples
- 3) List of professional references



**Starting Benefits:**

- 2 weeks of vacation
- Sick Time
- 9 Paid Holidays
- Healthcare premium reimbursement
- Salary based on experience

**Email resumes and cover letters by 4 pm CST August 31<sup>st</sup> to:**

**Wildlife Forever  
5350 Hwy 61 N STE 7  
White Bear Lake, MN 55110**

**Email: [info@wildlifeforever.org](mailto:info@wildlifeforever.org)**

**Subject: Application Conservation Director**

Wildlife Forever is an equal opportunity employer. All aspects of employment including the decision to hire, promote, discipline, or discharge, will be based on merit, competence, performance, and business needs. We do not discriminate based on race, color, religion, marital status, age, national origin, ancestry, physical or mental disability, medical condition, pregnancy, genetic information, gender, sexual orientation, gender identity or expression, veteran status, or any other status protected under federal, state, or local law.