

## **Outreach and Education Coordinator Ontario Piping Plover Recovery Program**

Starting in late April 2019, a contract position will be available for a “can-do” individual with experience or interest in bird ecology, working with Volunteers and engaging the public through outreach and education efforts. This is a 20-week position, lasting through to late August. It requires a seven-day-a-week commitment to the daily stewardship and monitoring of breeding Piping Plovers, and the coordination of assisting Volunteers via phone and internet communication as well as an “on-the-beach” presence.

Key requirements include an ability to schedule/manage Volunteers, work in harmony with the Stewardship Grey Bruce (SGB) Piping Plover Committee, Bird Studies Canada field staff, liaise with the public and community members, maintain and regularly update the website and social media, be an effective communicator in-person, over-the-phone, via social media and in stand-up presentations and complete an “end-of-project” report. The successful candidate will have reliable mobility to Sauble Beach, internet access and mobile phone.

The position will be reimbursed to a maximum of \$15,000.

### **Position Description:**

Reporting to the SGB Piping Plover Committee (Committee), the Outreach and Education Coordinator will throughout the season recruit, train, manage and assist Volunteers in Piping Plover stewardship, and outreach and education efforts, oversee the web and social media sites and liaise with the Bird Studies Canada Ontario Piping Plover Conservation Program Coordinator, Ministry of Natural Resources and Forestry (MNR) and Ministry of Environment, Conservation and Parks (MECP) field staff, and the South Bruce Peninsula (Sauble Beach) staff, and business, residential and cottage/tourist communities. More specifically the Coordinator will:

- Bring self-directed initiative, disciplined organization, confident leadership, and enthusiastic & timely communication skills to the job throughout the contract.
- Possess advanced computer literacy skills including word processing, spreadsheet, presentation software (PowerPoint), MailChimp, Google Drive, and posting to website, Facebook, Instagram and Twitter.
- Recruit Volunteers through contact with interest groups, community groups and the public.
- Train Volunteers in plover stewardship and public outreach and education / Recovery Strategy protocols based on the direction provided in the Ontario Piping Plover Monitor Manual; conduct an initial training session, and continue training throughout the breeding season as required; ensure that all activities carried out by Volunteers are in keeping with the direction in the Monitor Manual and direction from the Committee and Bird Studies Canada.
- Schedule Volunteers to ensure there is sufficient coverage on the beach by proactively using all of the communication tools available (phone, email, web, Facebook, etc.) and encourage Volunteers to commit to recurring time slots for the duration of the season; update an ongoing schedule of availability in a timely manner.
- Provide advice and support to Volunteers, answer questions and/or obtain information where applicable.

- Ensure that visual wear, safety tools, Beach Survey Sheets, binoculars, and outreach materials are maintained, stocked & available in an organized manner.
- Prepare and update weekly a “Birds, Bands, Nests and Chicks” chart and maintain copies on Volunteers clipboards.
- Regularly collect Beach Survey Sheets for review and compile data for inclusion in year-end report. Make available to the BSC Plover Program Coordinator.
- Ensure the website and social media tools are monitored and refreshed daily.
- Liaise with the general public, Sauble Beach residents, cottagers, and business owners, as necessary. Liaise with a number of individuals closely involved in the protection of the plovers and the recovery program.
- Liaise with the municipal staffs (By-law Enforcement, Beach Operations) as required.
- Liaise with the SGB Piping Plover Committee and associated agencies and personnel (Bird Studies Canada, Ministry of Natural Resources & Forestry, Ministry of Environment, Conservation & Parks, Canadian Wildlife Service, Ontario Parks) as needed.
- Coordinate an end-of-season thank you expression for the Volunteers in keeping with SGB budget and Committee plans.
- Prepare an end-of-season report on the 2019 Volunteer Stewardship Program in fulfillment of the requirements of the MECP project funding.

Prospective candidates should convey their interest and resume via email to:

[info@ploverlovers.com](mailto:info@ploverlovers.com) with the subject line: **2019 Outreach and Education Coordinator Position.**

Resumes shall be received by April 12, 2019.