



## NOW HIRING

### Position Available for Volunteer & Project Coordinator Independent Contractor Position

Contract period: Half time January 2022 through December 2022; orientation and some duties may start in November 2021.

Contract amount: \$20,000-\$24,000 for half time based on \$23/hr

Possibility for renewal for following year. Start date: November 2021

Reports to Board of Directors

Application deadline: October 22, 2021

Independent contractor will be responsible for own office space, vehicle, computer and phone. HFWA email will be issued for HFWA work. Assigned tasks to be completed at a location of contractor's choosing and on contractor's own schedule. However, tasks will require spending a significant amount of time in Island Park.

Contractor will not receive direct supervision or extensive instructions on how work is to be done. Contractor will submit weekly task reports, briefly summarizing tasks worked on and hours spent, and will be expected to bill HFWA monthly.

#### Scope of work:

- Plan and manage on-the-ground volunteer projects in Island Park area and Fremont County to benefit wildlife, such as habitat restoration, fence removals and wildlife friendly fencing, and monitoring bear-resistant trash containers
- Plan and manage all aspects of Wildlife Festival community event July 2022 - This will be a local/regional outdoor, fun and educational family event featuring a BBQ, entertainment, wildlife-themed booths and presentations by partners
- Plan for HFWA participation in Idaho Wildlife Federation Camo at the Capitol in February and meetings with agency and elected officials in Boise
- Manage HFWA educational speaker programs in Fremont County
- Recruit and manage part-time workers and/or interns as needed

Inquire for additional details.

The mission of Henry's Fork Wildlife Alliance is to protect and conserve the native wildlife and its enjoyment by the public in the Upper Henry's Fork Watershed of Idaho. We are the only citizens organization devoted solely to protecting healthy wildlife populations in the Upper Henry's Fork Watershed.

Submit letter of interest; resume showing qualifications, experience, or transferrable skills; and names and contact information of two references, by email to [info@henrysforkwildlifealliance.org](mailto:info@henrysforkwildlifealliance.org)

[henrysforkwildlifealliance.org](http://henrysforkwildlifealliance.org)  
September 19, 2021