



Rogue Basin CFLRP Coordinator

Southern Oregon Forest Restoration Collaborative

Job Type: Permanent

Salary Range: \$65,000 to \$80,000

Office Location: Jacksonville, OR

Who We Are

Southern Oregon Forest Restoration Collaborative (SOFRC) is a regionally based 501(c)(3) nonprofit organization. We engage with diverse constituencies on forest health and wildfire risk projects to support resilient landscapes, thriving communities, wildfire education, and workforce development.

Our vision is based on a community- and science-based approach that emphasizes collaborative problem solving; it is essential to us to stay closely connected to the work happening on the ground while doing timely work that will help our community now and for generations.

The [Rogue Basin Cohesive Forest Restoration Strategy \(RBS\)](#) guides our work and is an example of collaborative structured decision-making, as described in this peer-reviewed [publication](#).

Our Work

SOFRC is critical in convening the [Rogue Forest Partners \(RFP\)](#), a collaborative partnership of four federal, two state, and four nonprofit organizations, including Lomakatsi Restoration Project and the Nature Conservancy.

The Rogue Forest Partners coordinates several large-scale ecologically based landscape-level restoration projects throughout the Rogue Basin, including the large-scale, 10-year [Rogue Basin Collaborative Forest Landscape Restoration Program \(CFLRP\)](#) in conjunction with the United States Forest Service (USFS) Rogue River-Siskiyou National Forest.

Working Together:

The CFLRP Project Coordinator will be a critical parallel role to the special projects coordinator within the USFS. Because of the all-lands focus of our restoration programs, much of the restoration work is accomplished by our partners outside of National Forest lands within the Rogue Basin. This work substantially contributes to the success of the CFLRP. There's a need to track these accomplishments and coordinate planning, implementation, and monitoring with the various USFS Districts, BLM Field offices, state offices, partners, and communities.



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POSITION OVERVIEW

The Rogue Basin CFLRP Coordinator will focus on strategic, landscape-scale, cross-boundary forest management coordination to achieve fire-adapted landscapes and resilient watersheds. In partnership with the RRSNF project manager, the coordinator will organize the disparate projects, funding streams, partners, and opportunities within each landscape-level initiative.

This position provides the administrative structure needed for effective collaborative planning, implementation, monitoring, engagement, and reporting for the Rogue Basin Collaborative Forest Landscape Restoration (RBCFLR) projects. Supervised by the executive director of SOFRC, the position will work closely with Rogue Forest Partners and federal project managers to coordinate workflows across landscapes where partner projects are located. This is an external position parallel to the Rogue River-Siskiyou National Forest special projects manager, enabling effective communication among all Partners, including staying accountable for timely performance on collaborative results.

The Project Coordinator will work independently to achieve tasks that require attention to detail, persistence, problem-solving skills (able to recalibrate their approach), and clear tenacity for working at multiple scales. The objective of these administrative tasks will be to help coordinate the development, implementation, and monitoring of projects. Throughout the project lifecycle, they will monitor and measure project progress, facilitate needed action as necessary, and communicate project status information to all stakeholders.

We're looking for you if:

You are skilled at managing multifaceted projects, you plan at multiple scales (short-term and long-term), and you can collaboratively adapt your approach when relevant.

You organize widely disparate, complicated project information into source documents that partners can refer to, easily access for reference, and use for reporting or coordination. You are technically proficient and open to learning new approaches to the work.

You have the social skills to work with local land managers, project leads, planners, and specialists throughout the Rogue Basin (4-million-acre landscape) on a routine basis. You are enthusiastic about collaboration and an excellent communicator. You know how to connect with stakeholders and interweave their work into larger project objectives.

You want to be a part of envisioning the future well-being of our Rogue Valley. Not only will you fulfill conservation objectives in the beautiful iconic Klamath Ecoregion, but you'll also contribute to conservation goals and outcomes! You want a career with clear purpose and collaborative community for the long-term, with a highly functioning partnership.



Please note: We believe the fit is even more important than the specifics, so we encourage you to apply even if you do not meet all the requirements but have relevant experience.

Requirements:

1. Bachelor's degree in fire ecology, forestry, environmental science or other natural resources field.
2. Project management experience with complex, multi-year collaborative projects.
3. Knowledge of dry forest ecosystems.
4. Experience collaborating with multiple diverse partners and stakeholders.
5. Clear verbal and written communication skills.
6. Ability to work independently and with a team.
7. Leadership skills and self-direction.
8. Practical knowledge of common software applications.

Desired Qualifications

1. Skilled in the use of ArcGIS and SRI software.
2. 5 years of agency experience with connection to forest restoration.
3. Background knowledge of wild or prescribed fire.
4. Experience developing processes that close feedback loops so that monitoring findings and collaborative input inform adaptive management.
5. Competence in managing a data repository and organizational schema for projects and monitoring data.
6. Excellence at leveraging resources and funding to accomplish cross-boundary project implementation.
7. Practiced at writing grant proposals and evaluating grants.
8. Experience with disseminating scientific and complex project information to the public.
9. Proficiency with Box, Smartsheet, Outlook, Excel, and QuickTime is a bonus.

Your responsibilities include:

1. Track and coordinate project schedules, resources, funding, and key information within each landscape project area for project planning, implementation, monitoring, outreach, and reporting.
2. Develop and support the implementation of project management standards, policies, procedures, and models.
3. Monitor, develop, and share reports about the progress of the different projects of the strategy.
4. Support technical staff using various project management methods such as adaptive management, iterative and rapid learning processes, software-based monitoring, collaborative work, etc.
5. Serve as a point of contact and communicate project status across all CFLRFP projects.
6. Growing and catalyzing cross-team collaboration.
7. Execute project management administrative tasks.
8. Prepare and manage project management documents.
9. Support project managers and team members to help them adhere to workflows and timelines.
10. Coordinate internal and external field tour meetings (e.g., partner review, collaborative field trips, monthly meetings).
11. Participate in writing and managing grant proposals.
12. Maintain and grow partnerships in southwest Oregon.

Secondary roles

1. Work with partners to identify, define, and track project requirements, scope, and objectives.
2. Ensure that partners' needs are met as projects evolve.
3. Participate in project design activities and propose improvements, if necessary.

What we can offer:

Salary Qualifications:

For all applicants, actual pay will fall within a range based on various factors, including the candidate's qualifications, specific skills, and experience. The compensation package includes a combination of salary, healthcare stipend, retirement contributions, and paid time off (generous flexible medical leave and vacation time). We are a tight-knit team at SOFRC who believe in work-life balance; we all do our best when there is the flexibility to care for other parts of our lives when needed.

How to apply

To apply, please email a cover letter and resume including references to: contact@sofrc.org. We care about diversity, equity, and inclusion, and people of all positionalities are encouraged to apply. Please include "RB-CFLRP Coordinator" in the subject line of your email and attach your resume, cover letter, and any supplemental documents that represent your work (with an explanation of what skills they are demonstrating).

If you have any questions before or during the application process, please email us: contact@sofrc.org.



The Southern Oregon Forest Restoration Collaborative values diversity and inclusion in all aspects of our work. We are dedicated to providing fair access to our programs, resources, and services and ensure that no person is treated unfairly or excluded based on race, color, national origin, religion, sex, gender identity or expression, sexual orientation, disability, age, marital or family status, financial background, political views, genetic information, military service, or other positionalities.