

**[Job Title]**

Climate Change Resource Assistant

Start Date

The Climate Change Resource Assistant will report on June 19th, 2023 (negotiable)

Reports To

The Climate Change Resource Assistant will report to the Forest Climate Change Coordinator.

Location

This Climate Change Resource Assistant will report to the Chippewa National Forest at the Supervisors Office Cass Lake, MN, or this position also has the option to be 100% virtual.

Job Overview

This position is part of a cohort of 20 climate change-focused internships that will receive specialized training and opportunities to engage with other members of the cohort.

The Climate Resource Assistant (RA) will work with the USDA Forest Service to support the climate change information in natural resource management. The RA would be fully engaged with the Chippewa Climate Change Response Team. This person will assist in moving climate projects forward. Some types of projects could be but are not limited to finding and applying for funding, installing small-scale solar on the Forest, assisting in electric vehicle (EV) infrastructure for the Chippewa National Forest, maintaining pollinator gardens, assisted migration, recycling programs, writing small-scale National Environmental Policy Act (NEPA) and more.

The RA would also work with NRS (Grand Rapids, MN substation) to develop various materials to better present research results to natural resource professionals, decision-makers, and partners (MN DNR, LLBO, TNC etc.).

Northern Research Station is one of the biggest climate research stations in the United States. The RA would be involved in various projects that would synthesize relevant research.

Responsibilities and Duties

- Co-leading the Climate Change Response Team
- Leading implementation of Small-Scale Solar across the Forest.
- Write grants and find funding for projects the Climate Change Response Team is working on (i.e., Small scale solar, recycling, etc)
- Educate natural resource professionals on the pros and cons of projects.
- Build consensus and buy-in from teams across the Forest
- Create a proposal on how to support EV vehicles Forest-wide.
- Assist in setting up and facilitating monthly climate change presentations.
- Assist with coordination in finding alternative methods of energy for proposed infrastructure.
- Collaborate effectively with scientists and natural resource managers to synthesize research information
- Work with partners, building and strengthening relationships and creating agreements
- Design, write, and produce a wide range of materials, including presentations, briefings, brochures, fact sheets, web-based media, case studies, and interactive activities to share research results with various audiences such as natural resource professionals, decision-makers, college, and high school levels, and loggers

Qualifications

- Bachelor's degree in natural resources, ecology, climate science, environmental science, or related fields.
- Ability to take the initiative and implement work
- Build and strengthen partnerships
- Excellent at executing projects on the ground via conversations, contracts, and with grants, and agreements
- Understanding scientific data
- Excellent interpersonal, oral, and written communication skills.
- Experience organizing, prioritizing, and managing multiple work projects and types of activities while meeting and managing deadlines.
- Experience working with natural resource management or conservation organizations.
- Ability to synthesize and summarize technical information for different audiences, including natural resources professionals and college and high school levels.
- The ability to work independently with minimal supervision and as part of a team.
- Proficiency in virtual meeting software is required.