



Bird Friendly Communities Program Manager - July 2021

Houston Audubon is seeking an outgoing, creative, confident, and self-motivated team player to join our Conservation team.

Background - About Houston Audubon

Houston Audubon, founded in 1969, is a nonprofit charitable conservation organization committed to enhancing life on the Upper Texas Coast for birds and people. It is dedicated to advancing the conservation of birds and positively impacting their environments through habitat conservation, environmental education, and conservation advocacy. Houston Audubon owns and manages 17 sanctuaries in five counties totaling 4,121 acres. It delivers hundreds of nature-based program experiences for children and adults every year.

Conservation Department: Houston Audubon's Conservation Department is housed at Houston Audubon's Edith L. Moore Nature Sanctuary located in West Houston and the High Island Field Station in High Island, Texas. This position would be located at the Edith L. Moore Nature Sanctuary office.

Position Title: Program Manager

Position Classification: Full-time, 40 hours

Reports to: Conservation Director

Location: Houston, Texas

Job Summary: The Program Manager for Bird Friendly Communities (BFC) will be responsible for facilitating implementation of the Houston Audubon's BFC program. Houston Audubon's Bird Friendly Communities program aims to enhance the quality of life for birds and people through habitat enhancement, hazard reduction, education and citizen science strategies that engage people of all ages and backgrounds in stewardship of the natural world. In collaboration with The Education and Conservation Directors, the BFC Manager will implement the BFC strategic plan goals, build brand equity, raise overall awareness of Houston Audubon's mission and habitat conservation and education programs, and build and maintain a network of BFC partners and volunteers to implement habitat and community science projects.

Essential Duties and Responsibilities:

- Develop partnerships and provide leadership to implement the Bird-Friendly Communities throughout the Houston area. Partners may include but not be limited to, Cornell of Lab of Ornithology, Wildlife Habitat Council, National Audubon, Wild Birds Unlimited, City of Houston Parks and Recreation Department, USFWS Urban Refuge program, Coastal Prairie Partnership, Houston Wilderness, Houston Parks Board, Harris County, and Greater Houston Partnership

- Maintain and update the BFC website that includes segments on urban wildlife gardening, reducing threats to birds in urban environment, and citizen science
- Work with Houston Parks and Recreation Department and other partners to meet or exceed the requirements of the Bird City certification program administered by Texas Parks and Wildlife and Audubon Texas
- Work with Conservation Director and partner organizations on developing a regional State of the Birds Report
- Develop and implement wildlife gardening projects to incentivize and assist homeowners, businesses, parks, schools and other urban landowners in creating green spaces that include native plants, and other wildlife food sources (e.g. bird feeders), water features for drinking and bathing, nesting boxes and other structures providing safe shelter
- Working in collaboration with the Conservation Director, manage and enhance Houston Audubon's citizen science program to engage, train, and support citizens in avian monitoring, including organizing an annual citizen science workshop
- Working in collaboration with the Education Director, develop and implement a public information and media campaign to inform the residents, civic leaders, potential public and private partners about the program, to garner support and engagement from these groups, and to highlight program and partner successes. Campaign elements may include, but not be limited to garden tours, press releases, articles, presentations, other collateral materials, website testimonials, and the creation of clear, cohesive messaging about the BFC program
- Work with elected officials, business community and other organizations to implement programs to reduce threats to birds in the urban environment, including threats from window collisions and pesticides
- Coordinate with Houston Audubon's Natives Nursery Manager and Sanctuary Managers with sanctuary-specific or plant-related projects
- Work with Development Director to develop grant proposals to support the program
- Facilitate and manage the BFC committee; develop agendas in coordination with Education and Conservation Directors, attend meetings and manage follow-up activities
- Participate in board/leadership meetings and workshops as needed

Required Qualifications:

- Bachelor's degree in Biology, Zoology, or a related field
- Excellent written and verbal communication skills
- Strong organizational skills and work ethic
- General knowledge of birds and Gulf Coast natural history
- Proficiency with Microsoft Word, Excel, and PowerPoint
- Experience with social media including Facebook, Twitter, Instagram, and Pinterest
- Must possess a valid driver's license and current insurance

Preferred Qualifications:

- Experience coordinating volunteers and/or community science projects
- Knowledge of conservation issues facing birds and the Gulf Coast region
- Comfortable with public speaking in formal and informal settings

All Houston Audubon staff working directly with children are subject to a thorough background and criminal record check.

To apply, send resume and three references by August 20th to: rgibbons@houstonaudubon.org or Houston Audubon headquarters at Edith L. Moore Nature Sanctuary, 440 Wilchester Blvd., Houston, Texas 77079.