



CWSF
COUNCIL OF WESTERN
STATE FORESTERS

Wyoming Good Neighbor Authority Coordinator
February 2019

- Position Title:** Wyoming Good Neighbor Authority Coordinator
- Function:** Partner with the seven USDA Forest Service National Forests in the State of Wyoming to increase knowledge, understanding, and best-practices related to the Good Neighbor Authority (GNA) in order to increase the pace and scale of project implementation statewide; develop a GNA Master Plan for Wyoming; provide replicable model and/or tools for GNA use and implementation across the western region
- Location:** This position will be based in Cheyenne, Wyoming at the Wyoming State Forestry Division (WSFD)
- Work Schedule:** Full-time or part-time salaried position for a two-year term, position will terminate at the end of two-years; Exempt employee
- Reports to:** Overall oversight by Council of Western State Foresters (CWSF) and day-to-day management by WSFD
- Closing Date:** March 27, 2019
- Salary:** Commensurate with experience

Duties and Core Responsibilities

Year One Milestones and Expectations:

- Develop a detailed understanding of GNA, including background, authorizations, and restrictions; successes, struggles, and opportunities related to GNA in Wyoming and adjacent states; nuances as they may apply to the WSFD and to the USDA Forest Service
- Work as the GNA lead for WSFD: assist in preparing and reviewing GNA agreements; track implementation, accomplishments, and budgets; represent WSFD in GNA meetings
- Serve as a technical and policy expert regarding GNA to other agencies within Wyoming
- Coordinate with other GNA planners and managers in the region
- Develop a template/curriculum for local-level GNA trainings and working group meetings; this template should be designed so that it could potentially be utilized and replicated in other geographic areas in the West

- Plan, coordinate, and implement GNA working group meetings and trainings with each USDA Forest Service National Forest in Wyoming
- Refine WSFD's existing GNA whitepaper as needed

Year Two Milestones and Expectations:

- Continuance of year one tasks
- Coordinate, or assist in coordinating, a USDA Forest Service Region 2 GNA working group meeting
- Hold follow-up local working group meetings as needed
- Draft, vet, and publish a multi-year GNA Master Plan for Wyoming which identifies opportunities and limitations, as well as a project prioritization matrix to evaluate potential GNA Supplemental Project Agreements
- Compile materials and knowledge developed in the course of the project that could be useful to others interested in utilizing GNA across the western region

Required Qualifications

- At least 3 years of professional experience
- Bachelor's Degree, preferably in forestry, natural resources, political science, or related field
- Strong writing and verbal communications skills
- Ability to work independently and in teams
- Strong attention to detail and commitment to high quality results
- Willingness to travel (throughout the state and region) up to 30% of the time

Preferred Qualifications

- Motivated and driven self-starter
- Analytical and passionate about engaging in natural resources policy
- Ability to think creatively and identify innovative and 'outside the box' ideas
- Oriented towards increasing efficiencies
- Ability to plan, produce materials for, and conduct meetings and training sessions
- In-depth knowledge about GNA and/or the skills and abilities to rapidly develop in-depth knowledge about GNA

Application Information

E-mail your cover letter, resume, and salary requirements to: employment@westernforesters.org. Please include "Wyoming Good Neighbor Authority Coordinator" in the subject line. The position is posted at www.westernforesters.org.

Nondiscrimination Status

The Council of Western State Foresters is an equal opportunity/affirmative action employer and complies with all federal and state laws, regulations, and executive orders regarding affirmative action requirements.