

Posting: Native Bee Stewardship Specialist

Job Title: Native Bee Stewardship Specialist

Organization: Alberta Native Bee Council

Type: Full-time, One-year term with potential for extension, pending funding.

Location: Anywhere in Alberta (travel throughout Alberta required)

Summary:

The Alberta Native Bee Council has an exciting opportunity for a highly motivated individual to fill the position of Native Bee Stewardship Specialist. This role involves leading and executing the 2024 native bee monitoring and stewardship program, conducting outreach, engaging stakeholders, managing data, and contributing to native bee conservation efforts across Alberta.

Responsibilities:

- Manage the 2024 native bee monitoring program, including all aspects of program coordination, logistics, fieldwork and scheduling of meetings with partners.
- Work with partners and stakeholders to gather input, provide updates, and address questions or concerns related to the program.
- Develop and deliver presentations outlining the details and objectives of the native bee monitoring program to various audiences.
- Process collected specimens, including identification, labeling, and data entry.
- Assist with compilation and analyses of data and development of comprehensive reports on native bee populations and trends.
- Apply for funding opportunities to support native bee monitoring and conservation initiatives.
- Manage communications and respond to inquiries from the public, providing information and guidance on native bee identification, monitoring, conservation practices, and related topics.
- Deliver outreach activities, such as workshops, training sessions, and educational events, to raise awareness about native bee conservation.
- Create resources, including educational materials, guides, toolkits, social media content and newsletters to support native bee stewardship efforts.

The ideal candidate will meet these requirements:

- University degree in a related scientific field (e.g., biology, ecology, environmental science), Master's degree preferred.
- 3-5 years of relevant experience overseeing similar types of programs or conservation initiatives.
- Knowledge of publications/scholarly articles about bee conservation and status of endangered species in Alberta & Canada, as well as a passion for native bees and environmental stewardship.
- Excellent written and verbal communication skills, with the ability to convey complex information clearly and effectively.
- Strong organizational skills and attention to detail; experience managing complex projects.
- Self-starter with the ability to take initiative and work independently, while also collaborating effectively as part of a team.
- Creative problem solving skills and the ability to troubleshoot issues.
- Experience with insect taxonomy, and specifically bee identification preferred.
- Current first aid certification.
- Valid driver's license, access to a reliable vehicle for travel and willingness to travel throughout Alberta for fieldwork, outreach and meetings.

Application Process:

To apply, please submit one file containing a cover letter and resume indicating how you meet the stated requirements, with your name indicated in the file name. Please use "Native Bee Monitoring and Stewardship Program Coordinator Application" as the subject line and send it to: info@albertanativebeecouncil.ca.

Compensation: \$35 - \$40/ hr, 40 hours per week

For use of a personal vehicle for travel throughout Alberta, mileage will be compensated at \$0.50 per kilometre. Food and accommodation expenses for fieldwork and travel will be reimbursed.

Deadline for applications: Midnight Mountain Time on May 17th, 2024

The Alberta Native Bee Council is committed to diversity and inclusion and encourages applications from individuals of all backgrounds. We thank all applicants for their interest in this position; however, only those selected for an interview will be contacted.