



### ORGANIZATION

The Wildlands Conservancy (TWC) is a private nonprofit public benefit organization dedicated to preserve the beauty and biodiversity of the earth and to provide programs so that children may know the wonder and joy of nature.

### LOCATION

The Bluff Lake Reserve is an 80-acre ecological nature Reserve located south of Big Bear Lake. Access to the worksite requires driving approximately 4-miles on a dirt road best suited for a high clearance vehicle.

### THE POSITION

The Temporary Ranger assists in establishing an on-site presence to the Bluff Lake Reserve from May through November (weather permitting). Successful candidate is comfortable working in an isolated outdoor setting with possible wildlife encounters, passionate about The Wildlands Conservancy's mission, and has the capability to **stay in company-provided camping trailer overnight during scheduled days**. The Temporary Ranger primarily interacts with visitors and promotes access and safety awareness and protects the land and its resources. **Position will require weekend work**. Weekly hours range from 24-32 per week.

### ESSENTIAL FUNCTIONS

Greets and engages with visitors, residents, and community groups and provides information about The Wildlands Conservancy mission and its work, fundraising initiatives, access information, and stewardship of the Reserve's natural resources.

Regular attendance and punctuality is required.

Engages visitors to sign up for our [Behold the Beauty Association](#), collects donations.

Informs visitors of Reserve rules, boundaries, and promotes safety.

Demonstrates good people and communication skills, works cooperatively with others, and effectively deals with difficult behavior or confrontational situations using "authority of the resource" techniques.

Patrols the Reserve on foot, provides protection and security to the land and its resources; may have interactions with trespassers, illegal off-road vehicle users, and illegal hunters on the premises.

Reports and documents all accidents, injuries, trespasses, vandalism and emergencies. Immediately informs management of any emergencies and safety concerns. Complete daily visitation reports and an e-mailed shift summary at the end of each shift.

Acts as liaison to Camp Gilboa; works out any issues with shared spaces or other camp use.

Follows proper safety standards, practices and procedures at all times. Reports safety hazards or maintenance needs as necessary.

Assists in eradication of non-native species.

Monitors grounds for hazards and performs minor maintenance such as barricade upkeep on unofficial access points, minor trail repair, facilities upkeep and clean-up as needed.

Supervises any contracted work projects on site, ensuring proper procedures are followed.

May conduct guided hikes, assist staff with special events as needed.

Performs other duties relating to land stewardship as assigned.

### QUALIFICATIONS

- At least 18 years of age, and be able to stay overnight in TWC provided camping trailer during scheduled work days. Previous outdoor work experience and comfortable being alone in an isolated wilderness setting with potential interactions with wildlife.

- Passionate about the outdoors, have a personal dedication to environmental conservation and education.
- Ability to operate a motor vehicle, possession of a valid California Driver License, and ability to be insured under TWC's auto insurance policy per the Driver Acceptability Standards. Pass Live Scan criminal history background check, physical, and drug screen (post-job offer).

#### COMPETENCY REQUIREMENT

- Effectively interact and engage with visitors.
- Excellent communication.
- Effectively handle difficult or confrontational behavior with discretion.
- Work with minimal direct supervision.
- Positive, upbeat, and enthusiastic about working in a non-profit environment.

#### PHYSICAL DEMANDS

- Hike up to five miles per day, at 7600' elevation, in uneven terrain in a variety of weather conditions.
- Perform other routine walking, standing, sitting, reaching, bending, kneeling, speaking, learning, and seeing.
- Lift carry, pull and push a minimum of 30 pounds.

#### COMPENSATION & CLASSIFICATION

Starting pay is \$17-\$18.50 per hour, depending on experience, non-exempt, temporary, part-time. Employee will also receive a daily meal per diem allowance. As a part-time employee you will be eligible for the following benefits: 401k, bereavement, jury duty, Employee Assistance Program and 40 hours of paid sick leave. *In accordance with California's pay transparency requirements, the pay scale for the position is \$17-19.00 an hour.*

#### EQUAL OPPORTUNITY EMPLOYMENT

The Wildlands Conservancy is committed to the principles of equal employment. We are committed to complying with all federal, state, and local laws providing equal employment opportunities, and all other employment laws and regulations. It is our intent to maintain a work environment that is free of harassment, discrimination, or retaliation based on an individual's race (including, but not limited to, hair texture and protective hairstyles such as braids, locks, and twists), color, religion, religious creed (including religious dress and grooming practices), national origin, ancestry, citizenship (including those who hold a drivers license granted under vehicle code 12801.9), physical or mental disability, medical condition (including cancer and genetic characteristics), genetic information, marital status, reproductive health decision-making, sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), gender (including gender identity and gender expression), age (40 years and over), sexual orientation, veteran and/or military status, protected medical leaves (requesting or approved for leave under the Family and Medical Leave Act or the California Family Rights Act), domestic violence victim status, political affiliation, or any other status protected by federal, state, or local laws. We are dedicated to the fulfillment of this policy in regard to all aspects of employment, including, but not limited to, recruiting, hiring, placement, transfer, training, promotion, rates of pay, and other compensation, termination, and all other terms, conditions, and privileges of employment.

#### AT-WILL EMPLOYMENT

This job description is not designed to cover or contain a comprehensive listing of all activities, duties, or responsibilities that are required of the employee. Employment with The Wildlands Conservancy is on an "at-will" basis. This means employment may be terminated at any time, with or without notice and with or without cause. Likewise, we respect an employee's right to leave Wildlands at any time, with or without notice and with or without cause. Additionally, the terms of employment at TWC, including but not limited to, promotion, demotion, discipline, transfer, compensation, benefits, duties, and location of work may be changed by Wildlands at any time, with or without notice, and for any or for no reason. Nothing in this document should be understood as creating a contract, guaranteed or continued employment, a right to termination only "for cause," or any other guarantee of continued benefits or employment.

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#### HOW TO APPLY

To be considered for this position email your cover letter expressing why you make the ideal candidate along with your resume to [jobs@wildlandsconservancy.org](mailto:jobs@wildlandsconservancy.org).