

Job Title: Motus Coordinator (Wisconsin and Adjacent States)

Organization: Western Great Lakes Bird and Bat Observatory (“WGLBBO”)

Salary: \$50,000

Location: Port Washington, Wisconsin

Work Schedule: 40 hours/week, hybrid work schedule, travel required

Application: Send cover letter, resume, and three professional references to [info@wglbbo.org](mailto:info@wglbbo.org). Applications will be reviewed starting October 10, 2023.

**Job Description:** The Coordinator is responsible for the safe, accurate and consistent installation, operation and maintenance of all Motus physical infrastructure in the WGLBBO network, providing logistical support, conducting regular maintenance of infrastructure and equipment, ensuring WGLBBO Motus data is complete and accurate at all times, ensuring all permits, agreements, and insurance certificates are up to date and accurate, conducting any reporting as necessary, fostering and coordinating of partnerships to strategically grow the Motus network, recruiting and training volunteers/staff, and generally ensuring that Motus activities are being performed. The position requires a high level of organization, initiative, equipment maintenance skills, interpersonal skills, communication skills, and computer skills. While the focus of this position is the Motus Network in Wisconsin and the surrounding region, the Coordinator would be expected to help with scientific and operational tasks for other WGLBBO initiatives as needed and as time permits. The Coordinator will be supervised by the Director of the Observatory.

**About WGLBBO:** The Western Great Lakes Bird and Bat Observatory’s mission is to advance the conservation of birds in Wisconsin and throughout the Western Great Lakes Region through coordinated research, monitoring, and education. The Observatory’s programs are in service of a vision of a day when knowledge of birds is widespread, decisions affecting them are based on good science, and citizens care about conservation and participate in it so that common species are kept common and imperiled populations are restored. Our current programs focus on improving understanding of migration in the region, building and supporting diverse partnerships to forward bird conservation, and studying how to improve behavior change programs to support bird-friendly actions at the individual and community levels.

**Job Duties (to include, but not limited to):**

Infrastructure Installation, Operation, and Maintenance

- Installs or coordinates the installation of Motus stations in Wisconsin and potentially the surrounding states.
- Ensures that all WGLBBO network Motus stations are operating optimally at all times.
- Ensures that all project summaries, station, and tag metadata related to WGLBBO projects are complete and accurate in the Motus database.
- Visits and inspects all stations in the WGLBBO network two times per calendar year.
- Continually looks to improve the operations of individual stations and the entire network through improvements to equipment, positioning, the location of sites, or addition of new sites.
- Ensures that all Motus equipment in storage are kept clean, maintained, and organized.

### Wisconsin & Great Lakes Region Coordination and Strategic Development

- Liaises with key partners in the government, non-profit and private sector to facilitate use, maintenance, and expansion of the network to meet objectives.
- Build relationships with partners that can include additional bird conservation projects.
- Supports Midwest Migration Networks' expansion of the Motus across the region as time and opportunity allows.
- Participates in MMN meetings as appropriate.
- Participates in strategic development of the network throughout Wisconsin and surrounding states as time permits.

### Collaborative Research

- Coordinates with collaborating researchers, participates in and/or facilitates their requirements as agreed upon/needed, or as time and budgets allow.
- Leads or assists in WGLBBO diverse bird conservation projects as needed.
- Coordinates data collection and compilation from collaborating researchers.
- Answers questions and troubleshoot problems with collaborators related to infrastructure and database function and maintenance.

### Volunteer & Partner Support

- Recruits, trains, and liaises with volunteers.
- Based on specific site needs, helps sites support bird conservation by providing technical expertise.
- Liaises with all landowner partners, ensure access is permitted, insurance, permits and other paperwork is up to date, as well as produce and distribute required annual reports.
- Recruits new volunteers check on certain stations.

### Other

- Seeks funding sources for support of Motus infrastructure and projects.
- Supports Director in development and writing of grant proposals.
- Understands and is able to accomplish all tasks related to the physical and database infrastructure of Motus for WGLBBO and partners, as appropriate.
- Helps with WGLBBO special events (e.g. World Migratory Bird Day, outreach events, and meetings) as required.
- Undertakes other duties as assigned by the Director.

### Required Qualifications:

- B.S. (or higher) and 3 years of work experience, in biology, ecology, spatial ecology, or conservation-related field. Other scientific field considered with job experience working in conservation. Thesis work can be used toward work experience.
- Demonstrated expertise with a wide range of computer software, including R.
- Familiarity with threats to migratory birds.
- Working knowledge of migration ecology and related conservation issues.
- High level of organization, initiative, interpersonal and oral and written communication skills.
- Demonstrated ability and strong interest in collaborating with other scientists and stakeholders.

- Ability to lift 25 lbs and walk over uneven terrain for up to three miles.
- Able to maintain a valid Driver's License and provide proof of auto insurance.
- Willingness to assist in the operation of a small nonprofit, as needed.
- Be self-motivated and able to work effectively both independently and with a team.

Preferred Qualifications:

- Field research experience with different types of animal tracking technologies and data, including the automated radio telemetry (Motus).
- Working knowledge of electrical/radio equipment.
- Proficiency in GIS, particularly with ArcGIS products.
- A self-starter, one who can think creatively about connections between birds, places, and people.

Compensation and Work Culture:

- Salary of \$50,000.
- Full-time, exempt position, working 40 hours per week. We believe in staff having a healthy work-life balance, including caring for themselves and others at work and at home. The Observatory is committed to keeping the workload in alignment with the true hours worked and respecting the space needed to take personal time to care for your well-being.
- Flexible, hybrid work schedule.
- 15 paid days off, 10 paid holidays.
- We foster a respectful, collaborative, and fun work environment.
- We promote and sponsor professional workshops and trainings.
- We are an organizational culture that seeks, integrates, and nurtures self-direction, collaboration, diversity, equity and inclusion with all employees.
- We encourage life-long learning and support ongoing professional development.