

Western Native Trout Initiative (WNTI)

Native Trout Challenge Coordinator

Core areas of responsibility

Western Native Trout Challenge

Objectives for this position include oversight of all programs related to WNTI's Western Native Trout Challenge (Challenge). Outcomes include responding to web and social media inquiries about the Challenge; maintaining enrollments and progress in the WNTI database; share content on all Challenge social media platforms and engage with corporate partners. Contractor will be monitored and evaluated by the WNTI Steering Committee and Coordinator, Western Association of Fish Wildlife Agency (WAFWA) Executive Director, and included in WNTI's annual performance evaluation by the National Fish Habitat Partnership (NFHP) Board.

Contractor Background

Preference for the Native Trout Challenge Coordinator will be graduate students who are seeking careers in conservation and wildlife management. The goal is to provide hands-on experiences in program management, western native fish projects, communication with participants and working with other WNTI coordinators.

Scope of Work

1. Manage all public inquiries about the Western Native Trout Challenge through email, telephone and social media
2. Moderate comments on Challenge Facebook and Instagram pages
3. Manage challengeinfo@westernnativetroutrout.org to timely respond to requests and delete spam messages.
4. Post Challenge participants photos on Instagram.
5. Assist the WNTI Coordinator and the 12 western state fish and wildlife agencies participating in the Western Native Trout Challenge in reviewing completion information from anglers enrolled in the Western Native Trout Challenge and assisting the WNTI Coordinator in maintaining a participant database
6. Responsible for sharing content and all communication with constituents done across the social media platforms to support the Challenge communications plan, messaging and brand.
7. Engage corporate partners and facilitate contributions of funding, marketing assistance, and donated product to support WNTI promotions on Challenge social media
8. Create content for two annual newsletters to be distributed to Challenge participants and corporate partners
9. Track participants progress through WNTI's Challenge Database
10. Mail Challenge achievement certificates, hats and medals
11. Report quarterly progress to Coordinator including the number of total participants, new participants and progress achievement numbers

Contact

Applicants should send an application proposal by October 15, 2024 to:

JD Davis

WNTI Coordinator

jddavis@westernnativetrout.org