

## Job Announcement

### OUTREACH SPECIALIST for the PLUMAS COLLABORATIVE FOREST LANDSCAPE RESTORATION PROJECT

August 22, 2014

#### **Project Overview:**

Plumas Corporation, on behalf of the Plumas County Fire Safe Council (PC FSC), is seeking an Outreach Specialist. This person will assist in community outreach, the development of outreach materials, website design and maintenance, meeting facilitation, and the coordination of numerous public meetings regarding forest land management, with an emphasis on public lands throughout Plumas County. This will be a part time position; the rate per hour will depend on the applicant's experience.

**Background:** The Plumas County Fire Safe Council (PC FSC) has applied for and has received funding from Title II of the Secure Rural Schools Act and the Plumas County Resource Advisory Committee (RAC) to develop a collaborative process to engage Plumas County stakeholders in the development of a plan to restore lands on the Plumas National Forest with an emphasis on the Wildland Urban Interface (WUI) lands that have been identified in the Plumas County Wildfire Protection Plan. This project will include educational public meetings and collaborative processes to initiate the development of a proposal to the Collaborative Forest Landscape Restoration Program (CFLR).

A CFLR project is an "all lands approach to forest restoration" and calls for close coordination with the Plumas National Forest, Lassen National Forest and other landowners to encourage collaborative solutions through landscape-scale projects. The federally funded CFLR program provides a means to achieve these goals. The project focus will be to reduce the risk of high severity wildfire to lives and property; restore watersheds, meadows and streams; restore forest structure and ecological processes; create more resilient vegetation conditions; and reduce wildfire suppression costs.

Treatments may focus on the construction and maintenance of fuel breaks by addressing the entire fuel profile (surface, ladder and crown layers); opening up the forest canopy to encourage regeneration of shade intolerant tree species including Ponderosa Pine and California Black Oak; thin overstocked stands and plantations; restore meadows and streams; reconstruct, realign and decommission roads; replant burned areas; treat cultural sites; and utilize prescribed fire. The CFLR Project proposal will seek to include provisions to utilize both sawlogs and biomass materials for lumber and energy production to support wood products infrastructure and to limit requirements for federal appropriations. If selected for national funding the project has the potential to boost the Plumas County economy, to increase employment opportunities and to take advantage of the abundant woody renewable materials that are produced by lands within our County.

The PC FSC has entered into an agreement with the USDA, Forest Service, Plumas National Forest (USFS PNF); the purpose of the agreement is to document the cooperation between the parties to implement a collaborative planning process that engages all interested parties in the region.

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The process will focus on both the lands that were identified for treatment as a result of the Herger-Feinstein Quincy Library Group Forest Recovery Act (H-F QLG) as well as other lands within the WUI. The process will engage the public (communities, community groups, schools, and local indigenous tribes), private industrial landowners, and Federal land managers to develop a strategy that identifies opportunities for forest restoration treatments. This project will position Plumas County to increase the number of acres treated and maintained in a fire resilient condition and may result in additional natural resource related jobs in Plumas County.

## **Responsibilities:**

The Outreach Specialist will:

- Work closely with representatives of the PC FSC, the USFS PNF and the University of California Cooperative Extension to coordinate this project.
- Facilitate collaborative outreach efforts with the Plumas and Lassen National Forests, with the Plumas County Office of Emergency Services, the Plumas County Board of Supervisors, the Plumas County Fire Chiefs Association, the Volunteer Fire Departments, industrial forest landowners, the Feather River CRM, special services districts, Tribal interests, citizens of Plumas County and others interested in National Forest management.
- Develop educational materials and presentations that educate the public on fuel reduction treatments that have occurred within the WUI and within priority watersheds to date.
- Conduct community meetings that describe the CFLR program and the opportunities for additional fuel reduction treatments and watershed restoration/water quality improvement within the WUI and priority watersheds.
- Assist with the development of a CFLR proposal that is supported by the PNF, LNF, Plumas County Board of Supervisors, PCFSC, Plumas County Fire Chiefs Association, the Feather River CRM and others.

**Requirements:** A degree and work experience in natural resource management and experience with meeting facilitation is highly desirable. The contractor should have strong leadership and communication skills, be computer literate, and be comfortable working with groups. Experience with environmental education campaigns, web design, web based public participation, graphic design, and Geographic Information System (GIS) is desired. As an independent contractor the Outreach Specialist will be responsible for providing their own equipment, office space, transportation, and appropriate insurance (see Insurance Requirements below).

## **Scope of Work**

Task 1: Act as coordinator of a Plumas County-wide outreach and education campaign to engage a diverse group of local residents into the conversation regarding the management of lands in the County.

Task 2: Develop and disseminate innovative and exciting outreach materials to communities throughout the County. Utilize numerous platforms to share these materials including PowerPoint presentations, posters, maps, newspaper articles, radio interviews, the new Plumas CFLR website, facebook, twitter, and other web based social media.

Task 3: Work closely with County, State and Federal agencies with outreach activities as well as in the development of the Plumas CFLR application.

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Task 4: Plan and facilitate numerous public meetings. These will include a variety of community events throughout 2014-2015 including numerous weekend events that currently exist throughout the County.

Task 5: Develop future grant proposals for funding of collaborative work in the County to support ecosystem management.

## **Qualifications:**

Provide a statement of qualifications, certifications, and work history demonstrating the knowledge, skills and abilities to adequately and efficiently complete this Scope of Work. **Please address each of the items specifically and individually.**

## **Proposal Evaluation and Selection Criteria:**

PC FSC Coordinator candidates will be evaluated based on the submission of the following required information:

1. Name and address of individual and/or applicant with e-mail, fax number (optional), and phone number.
2. History and background of applicant.
3. Familiarity, experience and technical competence with items listed in the Scope of Work outlined above
4. Anticipated availability and time limits (if any) per week, per month, and annually.
5. Demonstrated relevant experience and technical competence in collaboratively working with others (i.e., Grant Managers, Fire Safe Councils, County representatives, US Forest Service, CAL FIRE, foresters, contractors, community members, etc.)
6. Personal qualifications or certifications.
7. List of 5 most recent references and former clients. If there are time period gaps between references provided, explain the gap.

The Plumas Collaborative Forest Landscape Restoration (PCFLR) committee will review applications to recommend the best candidate for Board approval.

PCFLR reserves the right to:

1. Reject any or all candidates.
2. Request clarification of any submitted information.
3. Waive any informalities or irregularities in any qualification statement.
4. Not select any candidate.
5. Cancel this process at any time.
6. Amend this process at any time.
7. Interview candidates prior to award.
8. Negotiate all final terms and conditions of any agreements entered into.
9. Request additional information during the process.

## **Proposal Application and Submission:**

Copies of this job description are available on the Plumas County Fire Safe Council website at:

<http://www.plumasfiresafe.org>

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Electronic copies of the proposal package addressing all criteria **must be received by 5pm on September 30, 2014** at the following email address: **diann@plumascounty.org**.

Selection will be made by October 3, 2014

If you have further questions about this employment opportunity please contact Mike De Lasaux (530) 283-6125 or Nils Lunder (530) 258-6936.