

Job Posting:

Executive Director

Mackinac Straits Raptor Watch (MSRW)

Application Deadline: May 1, 2021

About MSRW:

Mackinac Straits Raptor Watch (MSRW) researches avian migration in the area of the Straits of Mackinac, at Mackinaw City (spring) and Saint Ignace (fall), Michigan. MSRW was established in 2014 with a Hawk Watch during spring migration. The research/monitoring projects have expanded to include diurnal and nocturnal raptors and waterbirds. These projects document the timing of migration, species, and numbers of each species utilizing the Straits as a migratory corridor and contribute to determining the distribution and abundance of birds in Michigan, educating people about bird migration, and conserve stop over habitat in the Straits Area. Migration monitoring occurs each spring and fall and has led to the determination that the spring Raptor migration through the Straits provides one of the best places in the eastern U.S. to see large numbers of diurnal raptors counts averaging 60,000 plus migrating through the straits from March till June each year. Fall Owl surveys/banding records good numbers (average 250, high over 600 each fall) of N. Saw-Whet Owls migrating through the Straits area.

MSRW has one part-time administrative assistant and hires 5 or 6 seasonal contractors in spring and fall, with plans to expand educational activities through a Raptor Naturalist program, as well as banding of diurnal raptors. For additional information about MSRW, go to www.mackinacraptorwatch.org.

Mackinaw City, Saint Ignace, and the surrounding area abound in natural areas with many outdoor recreation opportunities. There is a strong community of people who care about the environment, with local Audubon chapters in Cheboygan and Petoskey, the Little Traverse Conservancy, and the Watershed Council.

Executive Director (E.D.) Responsibilities:

Promote MSRW's conducting quality research and provide educational opportunities to accomplish the mission of MSRW and generate funding to maintain the operations. Specific responsibilities include:

- Maintain a Public Presence of the Organization – act as a spokesperson within the local and regional community to promote the organization.
- Fundraising – pursue funding through grants and donors.
- Business and Personnel Management – supervise staff and business operations of the organization.
- Member Development and Relations – encourage support for the organization through relationships with current members and develop new members.
- Merchandise Management – ensure proper management of sales of merchandise.
- MSRW Board of Directors Relations – work with the Board of Directors to manage the organization.
- Events Management & Media Relations – promote and support events and work with the media (events include Raptor Fest and research site visits/presentations).
- Other duties as assigned by the Board of Directors.

Qualifications:

- Undergraduate degree in outdoor/environmental education, natural resource management, non-profit management, or related field; or equivalent experience.
- Excellent written and verbal communication skills.
- Fundraising experience and abilities.
- Ability to provide leadership to build and direct the organization and its programs.
- Administrative experience, including staff supervision, business management, planning.
- Computer/technology skills.

To Apply:

Send cover letter, resume, and three references by May 1, 2021, to Ed Pike, email ed@mackinacraptorwatch.org.