

FORREX Forest Research Extension Partnership

Watershed Management Extension Specialist

Location: Kelowna Leadership: Extension Business Area Leader
Delivery Partner: UBC Okanagan

ORGANIZATION DESCRIPTION:

FORREX Forest Research Extension Partnership is a charitable non-share corporation representing Research, First Nations, Land Management and Educational organizations. The organization's mandate is to facilitate knowledge development and education about natural resources and the management of those resources for the benefit of communities and resource partners primarily focused in British Columbia but also nationally and internationally. A cornerstone of the Partnership is addressing the natural resource community information needs through local problem solving, co-operative extension, and collaborative research.

PRIMARY FUNCTION:

Under the general direction of the Extension Business Area Leader and the Watershed Management Working Group, the extension specialist in Watershed Management is a specialist in research extension with a strong technical background in forest hydrology, pedology, landscape ecology, and natural resource management.

The extension specialist ensures that research results are synthesized and integrated into useful management tools to solve complex problems of resource managers. The extension specialist is responsible for identifying the information needs, developing and co-ordinating extension services using the best available science and expertise to address those needs, and facilitating the building of co-operative research partnerships where new information is needed.

Implementation of the extension program will build collaborative linkages with partner organizations and among the clients and research organizations in British Columbia. The extension specialist will ensure that the partners and clients have access to the best available information and extension services to address their resource management problems.

JOB DUTIES AND TASKS

40%

1. Manage, develop, and implement an extension program by developing projects and proposals in partnership with the client base. In collaboration with research hydrologists, biologists, ecologists, and resource managers, design, develop and implement a comprehensive extension program to interpret current research and identify opportunities for innovative application, by:
 - a. Collaborating with the ecology, hydrology and silviculture research community in the preparation of extension projects and proposals;
 - b. Preparing extension activity tactical plans with specifications and standards and, if needed, finding qualified contractors to assist with the delivery of these activities;
 - c. Ensuring the technical content of all extension activities and products is factual and current by consulting with literary sources and local experts within the Partnership;

- d. Working with partnering groups to co-ordinate and schedule extension activities with ongoing research projects;
- e. Ensuring that extension activities and products conform to Partnership policy and guidelines;
- f. Delivering workshops, courses, seminars, field visits; and,
- g. Revising and updating extension material to reflect the needs of the Partnership client base and partners.

35%

- 2. Provide extension services and outreach to the clients of the Partnership by:
 - a. Maintaining links with Partnership client base in the Province;
 - b. Leading and working with the Watershed Management Cluster, develop and maintain a Watershed Management Working Group;
 - c. Providing technical extension in watershed management and landscape ecology;
 - d. Participating in regular Partnership team meetings;
 - e. Providing pro-active client outreach and on-request client support; and,
 - f. Recording and summarizing information needs identified during these meetings and reporting to the extension team and Chief Executive Officer on a monthly basis.

15%

- 3. Research and monitor extension impacts (evaluation) by working with the Chief Executive Officer and Needs Assessment and Evaluation Business Leader to apply quantitative and qualitative measures of the effects of extension activities on resource management practices by:
 - a. Recording contacts and actions taken as a result of extension outreach using the Extension Tracking System;
 - b. Developing measures to assess the effect of watershed management extension program on the application of up-to-date technical information to attain operational goals;
 - c. Reporting on results annually; and,
 - d. Updating extension plans and activities to reflect the results of the evaluations performed.

10%

- 4. Other related duties
 - a. Participate in team meetings and conference calls
 - b. Develop requests for proposals, and research proposals, select consultants and contractors, negotiates research and extension contracts and monitors performance;
 - c. Supervise contractors, appraises work performance, and report to Extension Business Leader if problems arise;
 - d. Prepare quarterly and annual work plans;
 - e. Draft quarterly and annual program reports;
 - f. General program administration; and,
 - g. Other duties as assigned