





# Allison R. Mains, M.S.

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LinkedIn Profile Link 

A highly motivated, strategic thinker and program manager with experience facilitating diverse organizational partnerships emphasizing natural resource conservation and education.

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## Skills

- Leadership and partnership collaboration training and experience
- Strong organizational, analytical, and problem-solving skills
- Excellent written, verbal, and interpersonal skills
- Knowledge of regional ecology and conservation
- Microsoft Office & Adobe software (Acrobat, Photoshop, Illustrator, Premier Pro, After Effects)
- Website development with WordPress
- FAA Part 107 Remote Pilot Certificate with APSA certification

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## Education

October 2022

### Remote Pilot Certification/UAS Essentials Plus, Clemson University

I gained drone pilot and APSA certification on operating a UAS in national airspace, simulated flight training, and developing 3D maps, models, and surveys using drone collected images.

MAY 2018

### Leadership Certification/Vanderbilt Consortium, LEND Johnson City, TN

As a trainee in the Leadership Education in Neurodevelopmental and Related Disabilities (LEND) program, a year-long competitive course, I acquired certification in leadership and collaborative partnership building skills.

MAY 2000

### Master of Science/University of Tennessee, Knoxville, TN

I conducted my thesis field research in southwestern Costa Rica, where I communicated in Spanish with local employees of Ston Forestal, a subsidiary of the US-based company Stone Container.

- Department of Ecology and Evolutionary Biology
- Thesis: "Avian Use of *Gmelina arborea* Plantations in Southwestern Costa Rica"

MAY 1991

### Bachelor of Science/North Carolina State University, Raleigh, NC

- Department of Zoology
- Gamma Beta Phi Honor Society
- Gamma Sigma Delta Honor Society

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## Experience

JANUARY 2017 – PRESENT

### **Research Assistant I Communications Director/ The University of Tennessee Tree Improvement Program (UT-TIP), Knoxville, TN**

Led conversion of tape-based, video footage of a 60-year old forestry program to digital media. I use this digitized footage to promote the mission of UT-TIP and its research partners and I raise awareness of its accomplishments through social media.

- Produce short videos for UT-TIP presentations and social media platforms.
- Produce movies for USDA Forest Service Chestnut and Oak research projects.
- Converted Hi-8 and mini-DV tape and over 18,000 slides to digital media.
- Manage program social media presence.

AUGUST 2012 – DECEMBER 2016

### **Program Manager / UT-TIP, Knoxville, TN**

Co-developed the project proposal for the Natural Terrestrial Vegetation of Tennessee Project and translated over 13 years' worth of ecological plot descriptions. Developed the project protocol and database for the transfer and storage of nearly 4,200 samples, which describe the historical and natural communities of Tennessee. The database is used by partners to inform a variety of conservation, rare species, and public use database projects.

- Served as the coordinator between the UT-TIP, Natural Resources Conservation Service (NRCS), and project committee of 11 members representing seven organizations/institutions.
- Developed, organized, and maintained Access database, Excel spreadsheets, and digital imagery.
- Developed queries and organized data to inform the Ecological Site Description (ESD) in Tennessee through a partnership with NRCS.
- Provided partners with access to all data by posting to the UT-TIP website.
- Rendered maps depicting sample sites and correcting spatial data errors using ArcMap.
- Provided project reports including goals, milestones, and progress reports.
- Managed project budget.

SEPTEMBER 2003 – PRESENT

### **Freelance Web-Developer**

Design and develop websites with a specialization in education and natural resource-based projects and programs. Clients include:

- UT-TIP ([treeimprovement.utk.edu/home.htm](http://treeimprovement.utk.edu/home.htm))
- Virtual Biology Lab ([virtualbiologylab.org/](http://virtualbiologylab.org/))
- FRIENDS ([dsfriends.net](http://dsfriends.net))

SEPTEMBER 2001 – NOVEMBER 2011

### **Program Coordinator and Web Developer / Butternut Valley Nature Center, Smithville, TN**

Co-founded and established a county-wide, outdoor natural resource education program in middle Tennessee that provided hands-on, interactive science and social studies activities to five schools and nearly 1,000 students annually. I served in both roles from 2001 to 2006 and then assumed the web development position in 2006 when we separated the position into two roles.

- Coordinated field trips, administrative tasks, and website development.
- Formed partnerships with superintendent, administration, principals, school board, teachers, funding board, supervisor, seasonal employees, volunteers, and community groups.
- Hired, trained, and managed seasonal interpreters and volunteers.
- Developed, wrote, and led interpretive hands-on science and social studies education programs aligned with Tennessee academic standards for schools (K-12) and community groups of up to 50 participants at each event.
- Collected oral histories.
- Coordinated training workshops for teachers and interpreters.
- Designed and delivered promotional program information at local in-service events.
- Developed web-based K-12 science animations and illustrated materials for in-class utilization.
- Assisted in developing web-based activities integrating field data collection and classroom data accessibility on a schoolwide basis such as water quality analysis.
- Prepared and managed annual budgets, annual reports, and meeting agendas.
- Maintained species inventory list.
- Developed and maintained program's social media presence.

SUMMERS 2010 AND 2011

### **Curriculum Writer and Website Developer / Cherokee Tribal Schools Environmental Education and Teaching Garden, Cherokee, NC**

- Assisted with writing environmental education curricula for 3<sup>rd</sup>, 6<sup>th</sup>, and high school grades.
- Designed website and teaching tools for teaching garden and Cherokee pronunciation of native plants used.

SEPTEMBER 2000 – SEPTEMBER 2001

### **Inventory Research Assistant / Healing Stones Inventory Project, Smithville, TN**

Developed and executed species inventory protocols to establish a species inventory for birds, mammals, reptiles, amphibians, fish, aquatic insects, plants, and some terrestrial insects. Designed and maintained website that eventually evolved into an outdoor education program.

- Surveyed and developed bird and plant species lists representing all seasons.
- Set and checked small mammal traps.
- Surveyed pond insects and amphibians using dip nets and seines.
- Coordinated volunteer surveyors including fish and plant professionals.
- Photographed many plant and animal species to be displayed on the website.

AUGUST 1997 – MAY 2000

### **Biology Laboratory Instructor / University of Tennessee, Knoxville, TN**

- Taught biology labs to freshmen and sophomore college students.
- Designed weekly lesson plans.
- Designed course materials and lab practicals.

MAY 1991 – AUGUST 1997

### **Research Assistant / Multiple locations**

Archbold Biological Station, Avon Park, FL

The Nature Conservancy, Ft. Benning, GA

The Nature Conservancy, Ft. Stewart, GA  
National Biological Survey, Volcanoes National Park, HI  
University of Missouri Columbia, MO  
The Conservancy of Southwest Florida, Naples, FL  
Agricultural Extension, North Carolina State University, Raleigh, NC

- Captured, counted, and surveyed several bird species including the red-cockaded woodpecker, Swainson's warbler, palila, and the tobacco hornworm for seven research programs and conservation organizations listed above.
- As a museum intern, interpreted and cared for live reptile and marine animals and other museum exhibits.

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## **Professional & Community Associations & Volunteer Service**

SEPTEMBER 2001 – NOVEMBER 2011

### **Trainee / Butternut Valley NatureCenter**

- National Association for Interpretation (NAI) Member 2007-2011
- NAI Certified Interpretive Guide 2007 - 2011
- Completed Project Learning Tree, Project Wet, and Project Wild trainings

### **Board Member / FRIENDS (Friends Reaching, Inspiring, & Educating Neighbors about Down Syndrome)**

- Board Member 2013 - present
- Vice President 2014-2016
- Speaker Series Committee Chair 2013 - 2021
- Volunteer Coordinator 2017 - present
- Other duties - grant proposals, website developer, fundraising, registration

### **Volunteer / Tennessee Department of Environment and Conservation**

- Mapped fence line structures of Hampton Creek Cove Scenic Recreational State Natural Area

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## References

**Dr. Scott Schlarbaum**

Professor of Forest Genetics  
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