POSITION(S) AVAILABLE: Seasonal Natural Resource Technician

Position Description: Muskegon Conservation District is seeking (2) seasonal Natural Resource Technicians to assist with in-field implementation projects including but not limited to: wildlife habitat management, tree planting, green infrastructure and LID, native plant installations, invasive species management, and riparian based stabilization and restoration.

Work location: Based at the Muskegon Conservation District Office, 4735 Holton Road, Twin Lake, Michigan 49457; field work primarily in Muskegon County, with occasional work in surrounding counties.

Number of Vacancies: 2 positions

Application deadline: Friday, March 20th, 2020, 5:30 pm

Starting date: May 1st, 2020 (tentatively)

General Conditions: This is a seasonal position. A successful applicant will work 30-40 hours per week from early May through late September (900 hr max). A typical work week consists of 4, 10-hour shifts, Tuesday-Friday with periodic voluntary paid overtime. Flexibility in work shifts can be accommodated in some instances.

Successful applicant(s) will spend roughly 95% of their time implementing field-based projects and approximately 5% of their time preparing reports. Work will be conducted under direct supervision of Muskegon Conservation District Project Managers and/or Executive Director.

Essential functions include:
1. Manage small portions of larger initiatives
2. Work in conjunction with a Project Manager(s) to implement District and grant programs
3. Assist local agencies, municipalities, organizations, and individuals with conservation programming
4. Coordinate with other District staff for special initiatives, education and outreach
5. Ensure that the District adheres to the provisions of grant agreements and contracts while obeying laws covering Conservation Districts
6. This job will frequently require the lifting and moving of objects weighing 50lbs or more

Qualifications:
1. Education: Coursework or experience related to Natural Resource Management, Botany, Environmental Science, General Biology, GIS, or Ecology preferred.
2. Must be at least 18 years of age as of May 1st, 2020.
3. Must either be a Michigan Certified Pesticide Applicator or be able to become certified by May 2020; training materials and testing fees will be provided.
4. Maintain a valid Michigan driver’s license or equivalent
5. Be able and willing to work efficiently outdoors in a variety of conditions and terrains
6. Be able to pass a drug screening and background security check.
Experience and Skills
1. Experience in invasive species identification and control
2. Experience with map interpretation and GPS usage
3. Familiarity or experience with Michigan native plants
4. Familiarity with small machinery usage
5. Experience with restoration or stabilization
6. Computer skills: proficiency with MS Office and data entry platforms a plus.
7. Must exhibit exceptional communication skills
8. Must exhibit excellent attention to detail
9. Ability to work independently or part of a small team
10. Displays a positive demeanor and work ethic

Compensation: $13.50/hr; mileage reimbursement at federal rate for work related travel.

To apply: Send cover letter, resume including academic and field background, and list of three references by mail or e-mail to the attention of:

Dallas Goldberg, Executive Director
Muskegon Conservation District
4735 Holton Rd
Twin Lake, MI 49457

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dallas.goldberg@macd.org

Muskegon Conservation District is an Equal Opportunity Employer and Program Provider.