

Seasonal Land Stewardship Assistant Position Description

Overview: Door County Land Trust (DCLT) is seeking an individual to fill a seasonal position working in fee-land stewardship. This is a unique opportunity to increase your knowledge and enhance your skill set while being inspired by the beauty of the Door Peninsula.

Primary Focus: Fee-Land Stewardship

Position Description: The Land Stewardship Assistant will assist the Land Stewardship Manager in implementing land stewardship activities on DCLT nature preserves and natural areas.

Responsibilities:

The successful applicant will work with the Land Stewardship Manager to monitor fee-land properties and assist in implementing the annual land stewardship work plan. Other duties and responsibilities include but are not limited to:

- Locate and mark fee-land property boundaries and install necessary signage;
- Facilitate small scale restoration plans with volunteers;
- Supervise volunteers at DCLT fee-land stewardship work days;
- Inventory, organize, procure, and maintain stewardship supplies and equipment;
- Coordinate volunteers to maintain and manage trail systems and maintain preserve infrastructure; and
- Ensure collection of accurate monitoring and research data.

Location: The position will be based out of the Door County Land Trust office in Sturgeon Bay, Wisconsin. The position will be approximately 70% field and 30% office work.

Start Date: May 1st, 2017 (flexible)

End Date: October 27th, 2017 (flexible)

Hours per week: 28

Compensation: \$15/ hour

Minimum Qualifications:

- High school diploma or GED and 1 year experience in land management or a science-related field;
- Experience operating and maintaining various types of equipment in a safe and efficient manner (e.g., lawn mower, chainsaw, string trimmer or similar equipment);
- Must be comfortable working in variable weather conditions, under physically demanding circumstances and/or at remote locations;
- Must have strong organizational skills and attention to detail;
- Must have strong written and verbal communication skills;
- Must be able to obtain related licenses or certifications as required. (e.g., First Aid, CPR, herbicide application and driver's license).

Preferred Qualifications:

- B.S. Degree or progress towards a B.S. Degree in a biological sciences, land use planning or a related field;
- Working knowledge of natural systems in Wisconsin;
- Knowledge of current trends and practices in conservation, land management and natural resource conservation;
- Have experience using GPS and GIS software;
- Ability to function productively as a member or leader of a work team;
- Ability to recognize plant and animal species in Wisconsin;
- Ability to identify invasive plant species common to Wisconsin and have experience with controlling and monitoring restoration projects;
- Experience working with volunteers and/or leading volunteer work activities; and
- Ability to contribute to a collaborative working environment in support of the Door County Land Trust mission.

To apply:

Please email a cover letter, resume and two references to: Careers@doorcountylandtrust.org by **March 24th, 2017**. No phone calls please.