TEMPORARY NON-CAREER WILDLIFE POSITIONS AVAILABLE
Michigan Department of Natural Resources
DNR - Wildlife Division
Planning and Adaptation Section
Invasive Species Response Team Crew Leader
Non-Career Wildlife Assistant

Posting Date: February 27, 2015          Deadline for Response: 11 p.m. Sunday, March 15, 2015

Location: Rose Lake Field Office, 8562 East Stoll Road, East Lansing, MI 48823


Number of Positions: 2

Work Hours: 7:00 am – 6:00 pm, Monday – Saturday, 40 hours a week, hours may vary

Pay Rate: $15.76 per hour

Brief Job Description:
The Wildlife Division Invasive Species Program is seeking 2 Invasive Species Response Team Leaders. Successful candidates will be responsible for leading a 3-person Response Team to conduct field based surveys and mapping of aquatic and terrestrial invasive plants across the State of Michigan on both public and private land. The position will be based out of East Lansing, but daily travel to survey/treatment locations will be required (with State-owned vehicle). Overnight travel will be required on a several occasions.

Under the direction and supervision of the Wildlife Division Invasive Species Coordinators, Response Team Leaders will set daily work plans to accomplish survey and treatment goals, work with other State and Federal agencies to obtain proper permits, and acquire materials and resources. Response Team Leaders will supervise the work of their 3 member team, participate in invasive species surveys and treatments, and ensure that the quality of work is up to expected standards. Treatments include manual removal and herbicide applications. Successful candidates will be required to obtain pesticide applicator certification upon hire.

Individuals will work with landowners and land managers to discuss projects and secure permission for surveys and treatments. Work will often be conducted from a boat or kayak, wading in shallow water, or by land. Previous experience with small watercraft is required. Data will be collected using handheld GPS units and information recorded on data sheets. Additional duties include data entry and data management using MS Excel, maintaining accurate and detailed records, maintaining equipment, and reporting on data. Plant identification training will be provided but prior experience is desired.

We are seeking self-directed, responsible, and highly motivated individuals who have the ability to work independent of supervision. Individuals with the ability to communicate effectively with co-workers and the public in a professional manner, strong organizational and computer skills and a background or interest in wildlife management or a related field are preferred. Opportunities to assist with other Wildlife Division activities are likely.
Selection Criteria:

**Required**
- Education: At least a high school diploma or GED certificate
- Possess a valid driver's license
- Boating or kayaking experience

**Desired**
- Education: Possession of or working toward a degree in Wildlife Management, Botany, Ecology, or a related natural resource field
- Ability to work and problem solve independent of supervisors
- Ability to communicate well with co-workers and the public
- Experience with aquatic and terrestrial plant identification
- Experience applying herbicides to control invasive species
- Experience leading a field crew
- Knowledge or experience relating to wildlife or DNR programs
- Ability to accurately read a map
- Flexibility to work various hours, up to 40 hours per week, including early mornings, late evenings and occasional weekends or overnight travel
- Experience with general office work, including basic computer knowledge, data entry, filing and organizing paperwork, scheduling, etc.

Screening Criteria:
- Possess a high school diploma or GED certificate
- Possession of or working toward a degree in Wildlife Management, Botany, Ecology, or a related natural resource field
- Possess a valid driver’s license
- Experience with data collection, record keeping, data entry and management
- Experience interacting with the public
- Experience working for any wildlife or natural resources related agency
- If not already certified, candidate will be required to obtain pesticide applicator certification

How to Apply
Submit a cover letter, resume with 4 references, and completed MDNR employment application (Form PR-7123) to the Department of Natural Resources, Wildlife Division, 8562 E. Stoll Road, East Lansing, MI 48823, ATTENTION: Kile Kucher, or email application and resume to Kile at KucherK@michigan.gov no later than 11 p.m. on Sunday March 15th, 2015.

DNR application can be found at the following web site:

Note: Civil Service Rule 2-7 requires that all newly hired state employees submit to and pass a pre-employment drug test prior to official offer of employment.

If you have any questions, please call Kile Kucher at (517) 641-4903 ext. 243

The Department of Natural Resources is an equal opportunity employer.