Forest Preserve District
OF WILL COUNTY

Bringing People and Nature Together

17540 W. Laraway Road / Joliet, IL 60433
815.727.8700 / fax 815.722.3608
ReconnectWithNature.org

LAURIE SUMMERS, President
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TYLER MARCUM, Treasurer

POSITION ANNOUNCEMENT

NATURAL RESOURCE MANAGEMENT RESTORATION CREW LEADER – PART TIME

The Forest Preserve District of Will County is accepting resumes for a Natural Resource Management Crew Leader – Part Time position. Under the supervision of the Land Management Program Coordinator this position is responsible for implementing annual management schedules, including invasive species control, seed collection and distribution, transplanting, fire management and monitoring to restore and maintain native species and habitat diversity within the District's preserve system.

The Natural Resource Management Crew Leader – Part Time is a permanent part-time position, with a pay rate of $21.15/hour. All employees of the Forest Preserve District of Will County are required to live within Will County, Illinois, within six months of their date of employment. See attached Job Description outlining duties, skills, abilities, training, experience and working conditions or visit www.ReconnectWithNature.org for more information.

Resumes will be accepted until May 24, 2019.

Application Procedure: Send a cover letter describing interest and a resume to:

Donna Suca, Human Resource Supervisor
Forest Preserve District of Will County
17540 W. Laraway Road
Joliet, Illinois 60433
815-722-5667 (desk)
815-722-3608 (fax)
dsuca@fpdwc.org

The Forest Preserve District of Will County does not discriminate against individuals on the basis of race, color, gender, national origin, age, or disability. In offering employment opportunities to the public, the Forest Preserve District will make reasonable modifications to ensure that all people have an equal opportunity. To request this document in large print, audio, or Braille, contact the Director of Marketing and Communications, Sugar Creek Administration Center, 17540 W. Laraway Road, Joliet, IL 60433; comments@fpdwc.org; 815.722.9383 (voice); 800.526.0844 (TDD). Requests should be made at least 48 hours in advance. While the Forest Preserve District of Will County will make every effort to meet requests in a timely fashion, some requests may take longer than others to fulfill. Persons believing that they have been discriminated against by the Forest Preserve District of Will County may file a complaint alleging discrimination with the Forest Preserve District, or the Office of Civil Rights, U.S. Department of the Interior, www.doi.gov.

FOREST PRESERVE DISTRICT OF WILL COUNTY
JOB DESCRIPTION

TITLE: NATURAL RESOURCE MANAGEMENT – RESTORATION CREW LEADER – PART TIME
DEPARTMENT: PLANNING AND DEVELOPMENT
FLSA STATUS: EXEMPT **DATE:** APRIL 2019
LOCATION: CHERRY HILL OPERATIONS AND LAW ENFORCEMENT FACILITY

BASIC FUNCTION

The Restoration Crew Leader is expected to lead, coordinate and train NRM seasonal staff and/or interns to implement annual management schedules, including invasive species control, seed collection and distribution, transplanting, fire management and monitoring to restore and maintain native species and habitat diversity within the District's preserve system.

ORGANIZATIONAL RELATIONSHIPS

Reports to:

- Land Management Program Coordinator

Supervises:

- None
- This position will require occasional coordination of Resource Management Crew and Operations Department Staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Safeguard and influence the quality of rare and uncommon natural community and habitat types or rare-species habitat.
2. Quantify and document management actions to summarize annual work, propose new actions, and monitor results.
3. Contribute to the development of resource management planning initiatives such as annual work plans, schedules, summaries and reports.
4. Contribute to baseline site inventories, implementation of monitoring programs, and data management systems to evaluate the effectiveness of various restoration and management programs.
5. Participate in the implementation of the District's prescribed fire program with an emphasis on control line establishment, equipment preparation and maintenance.
6. Order and maintain supplies, equipment, and other materials necessary to complete management work.
7. Provide feedback to the restoration program and land management program coordinators on identifying invasive species control priorities or treatment effectiveness, and relocation of native species to appropriate habitats.
8. Lead, train, schedule and oversee daily/weekly management activities with NRM seasonal staff.
9. Represent the Natural Resource Management section in various intra-agency teams, meetings and working groups as assigned.
10. Other duties as assigned by supervisor or director.

KNOWLEDGE, SKILLS AND ABILITIES

- Possession of effective communication skills in written and oral formats.
- Possession of basic computer skills in Microsoft Office (word processing, spreadsheet and database) and ArcGIS mapping software.
- Have or be willing to develop skills loading, attaching and driving over the road equipment trailers not

requiring a CDL.

- Competence and experience in using basic tools of natural area management in a safe and effective manner, including maintaining (cleaning & sharpening) chainsaws and cutting trees > 12" DBH, operating clearing saws, leaf blowers, brush mowers, backpack and tank sprayers, and operating and maintaining loppers and pruning shears and saws.
- Being in good physical condition with the ability to work outdoors in variable weather conditions and physically capable of lifting and transporting 50 lb. objects over uneven terrain.
- Knowledge of Midwest flora, including recognition of the dominant plants of natural communities and significant invasive plant and animal species occurring in Will County.
- Have or be willing to acquire an Illinois pesticide public applicator's license with rights-of-way and aquatic categories.
- Must possess and maintain a current and valid Motor Vehicle Operator's license.

TRAINING AND EXPERIENCE

Education: Degree or enrollment in a degree program in environmental science, biology or related field with a specialization in ecology/resource management preferred (although see below).

Experience: Minimum one year of applied natural resource management experience with an appropriate Bachelor's degree, or 3 years applied natural resource management experience without an appropriate degree.

Certifications: Possession of, or willingness to procure, National Wildfire Coordinating Group S130/190, I-100 certificates or Chicago Wilderness Midwest Ecological Prescription Fire Crew Member training.

WORKING ENVIRONMENT AND CONDITIONS

Work environment characteristics and physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. This is an active job. While performing the duties of this job the employee is frequently required to stand, walk, sit, use hands and fingers to manipulate objects, tools or controls; reach with hands and arms; climb stairs, talk and hear.
2. While performing the duties of this job the employee occasionally works near moving parts; works outside in extreme heat or cold weather conditions; lifts and/or moves up to 50 pounds; is exposed to fumes, airborne particles, smoke and toxic or caustic chemicals and potentially hazardous plants and animals.
3. Specific vision abilities required by the job include close vision, distant vision, color vision, peripheral vision, depth perception, and ability to focus.
4. The noise level in this job is usually moderate but can be high.

PAY RATE AND OTHER INFORMATION

Hourly Rate: $21.15

Schedule: Part-time – Flexible Monday through Friday workdays not exceeding 20 hours average per week over a twelve month period and not more than 940 total hours in any twelve month period. A typical schedule will be agreed upon during the hiring process.

Benefits: No Health or Retirement Benefits