

POSITION ANNOUNCEMENT

LAND MANAGEMENT SEASONAL LABORER

The Forest Preserve District of Will County is accepting resumes for the position of Land Management Seasonal Laborer. In this position, under the supervision of the Land Management Coordinator, the Land Management Seasonal Laborer assists in implementing the District's land management program including but not limited to the agricultural/hay lease program, visitor centers' naturalized landscape beds maintenance, viewshed management projects, and the conservation mowing program. See the attached Job Description outlining duties, skills, abilities, training, experience, and working conditions, or visit <https://www.reconnectwithnature.org/about/employment/>.

Resumes will be accepted until June 15, 2025.

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

Veronica Frausto-Sarwark, Director of Human Resources
Forest Preserve District of Will County
17540 W. Laraway Road
Joliet, Illinois 60433
815-722-5669 (desk)
815-722-3608 (fax)
humanresources@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.

**WILL COUNTY FOREST PRESERVE DISTRICT
JOB DESCRIPTION**

TITLE: LAND MANAGEMENT SEASONAL LABORER
DEPARTMENT: CONSERVATION
FLSA STATUS: NON - EXEMPT
LOCATION: SUGAR CREEK ADMINISTRATION CENTER

DATE: MAY 2025

BASIC FUNCTION

Under the supervision of the Land Management Coordinator, assists in implementing the District's land management program, including, but not limited to the agricultural/hay lease program, visitor centers' naturalized landscape bed maintenance, viewshed management projects, and the conservation mowing program. Duties include monitoring agricultural lands, hay fields, visitor center campus areas, and viewshed sites, assisting with the preparation of contract documents, filing, data collection, and mapping.

ORGANIZATIONAL RELATIONSHIPS

Reports to:

- Land Management Coordinator

Supervises:

- None

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Assist with compliance checks on agricultural/hay license areas to ensure Farm License Program standards are upheld.
2. Assist with facility landscape maintenance monitoring at six Forest Preserve Visitor Centers.
3. Assist with administrative tasks related to farm licenses, including preparing contract documents, filing, and data processing.
4. Assist with water quality and soil monitoring.
5. Assist with native seed collection and processing.
6. Installation of native seeds, plugs, shrubs, and tree saplings.
7. Assist with research, monitoring, and land management projects as needed.
8. Other duties as assigned by supervisor.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge in the fields of Agriculture, Soil Science, Biology, or other related fields is preferred.
- Knowledge of regenerative farming practices is preferred.
- Experience using the ArcGIS Field Maps app is preferred.
- Knowledge of Midwest native/non-native plants and animals is preferred.
- Good physical condition with the ability to work outdoors in variable weather conditions and physically capable of maneuvering 50 lb. objects over uneven terrain.
- Ability to work independently.
- Have or be willing to obtain an Illinois Pesticide Applicator License. The District will provide

Land Management Seasonal (Seasonal Laborer)

training if needed.

- Effectively communicate in written and oral formats.
- Must possess and maintain a current and valid Motor Vehicle Operator's license.

WORKING ENVIRONMENT AND CONDITIONS

Work environment characteristics 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. Active job; while performing the duties of this job the employee is frequently required to stand; walk on uneven terrain; carry, lift, and move heavy objects (50 pounds or less) or tools (chain saws, clearing saws, herbicide backpacks); climb hills and stairs; use hands and fingers to manipulate objects, tools or controls; reach with hands and arms; and talk and hear in a sometimes noisy environment.
2. While performing the duties of this job the employee occasionally works near moving parts; works in outside extreme heat or cold weather conditions; and 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 the ability to adjust focus.
4. The noise level in this job is usually moderate but can be high.

PAY RANGE AND BENEFITS

Hourly Rate: \$17.50/hour

Schedule: Seasonal (Term) Part-time – Typically two - three days per week Monday through Friday 8:00 am – 4:00 pm. This position shall not exceed 28 hours per week (on average) over a nine-month period, and not more than 940 total hours in any twelve-month period. Additional hours may be offered after 4:00 pm or during the weekend and are optional.

Benefits: Sick time and vacation in accordance with the employee handbook and employee assistance program.