



**Ontonagon Conservation District**  
**Job Description for the Short-term Ash Technician Position**  
*Not to Exceed 80 Hours (April-June 2022)*  
*1-2 positions available*

The Ontonagon Conservation District is located at the County Road Commission office at 415 Spar St. Ontonagon, MI. This position will start in April-June 2022 and extend for no more than 80 hours (preferably completed within the months of April or May), with some flexibility on start/end date. Position offers a flexible work week, with occasional irregular hours, weekends, as needed.

**Position Summary:** The selected applicant is expected to conduct emerald ash borer management through manual mechanical girdling, finding and mapping plots, ensure thorough and proper data collection, maintain field equipment, and plant substitute tree species as needed. This position requires the applicant to conduct field work in all weather conditions and to lift and carry 50 pounds on a daily basis. Chosen applicants are expected to have reliable transportation as use of employee's personal vehicle may be required during employment. The employee is expected to follow the guidance and supervision of the District Manager and District Board of Directors.

The employee shall exhibit the following characteristics, knowledge, skills, and abilities: Motivated, self-starter, and ambitious. Able to learn new tasks quickly, thoroughly, and independently. Work independently and as part of a team. Able to interpret and implement written and verbal instructions. Excellent organizational, time management, written and verbal communication skills. Work cooperatively with district personnel and other agencies.

**Required Qualifications:** Strong organizational skills and punctual. Ability to work with peers and the general public. Work efficiently outdoors in varying conditions and rough terrain; ability to lift 50 pounds. A strong work ethic and the ability to work independently in the field. Must be able to pass a Federal Background Security Check. Must maintain a valid driver's license and clean driving record. Reliable personal transportation.

**Education and Experience:** Pursuant of, or obtained, High School Diploma or equivalent. Coursework or degree in a natural resources field of study is preferred, but not necessary.

**Preferred Qualifications:**

- General knowledge or experience in forestry techniques including operation and basic maintenance of hand equipment, preferred.
- Field experience in tree species identification, or willingness to learn.
- One year of experience in forestry, natural resources, agriculture, or other conservation fieldwork is preferred, but not necessary.
- Working knowledge of map reading and GPS, or willingness to learn.

This short-term position at \$14-18/ hour, depending on experience. Mileage reimbursement at current government rate (when use of personal vehicle is required for travel.) Hours are variable with flexible start date in April- May. This position is funded by grant funding. This is a temporary or on-call position. Position will not exceed 80 hours by the end of June. Field work will consist within southern Ontonagon County, Michigan with mileage reimbursement to field location from Ontonagon office location. The District will provide Workman's Compensation Insurance, the employer's share of Social Security and Medicare taxes, and Unemployment Insurance. No holiday workdays. There are no retirement or health benefits associated with this position. Upon accepting the job offer, the successful candidate must sign a work agreement which defines the conditions of employment including salary and benefits.

An applicant **must possess a valid Michigan Driver's License and reliable transportation** to be considered. Interested applicants should submit the following to the District for consideration: 1) Cover letter and resume 2) 3 references including phone number and email address contact information. Failure to provide all required information will result in disqualification. Please submit all application materials to: [ontonagon@macd.org](mailto:ontonagon@macd.org) with the email heading 'Position Application' by March 20th or until filled.

*We are an equal opportunity employer and program provider.*