

Natural Resources Specialist

Posting Information

Posting Information

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| Posting Number | 2023322 |
| Posting/Functional Title | Natural Resources Specialist |
| University Pay Plan Title | Grant Specialist |
| Location | Other - Fort Leonard Wood, Missouri |
| Department | Center for Archaeological Studies |
| Recruitment Type | Open to All |
| Job Type | |
| Monthly Salary | \$4,500.00 - \$5,750.00 |
| Job Category | Exempt |

Required Qualifications:
Applicants must specifically address how they meet these required qualifications to meet the requirements of the position.

- An undergraduate degree in Natural or Cultural Resources or related field or discipline related to the position.
- Experience in management of natural or cultural resources.
- Appropriate ability, certification, and authorization to conduct prescribed fire operations.
- Valid State Driver's License and US Citizenship are required for Unescorted Access to Fort Leonard Wood.

Preferred Qualifications

- Master's Degree in associated field.
- Experience in using Microsoft Word, Excel, and databases for the development of supporting environmental analysis.
- Experience in using GIS software such as ArcGIS and Trimble Pathfinder Office.
- Ability to gather facts, analyze and compare trends, draw conclusions, devise solutions to problems, and identify changes and trends related to comprehensive planning issues.
- Ability to communicate effectively in formal briefings and in general public meetings, and to prepare clear and concise written materials appropriate for different audiences.
- Candidate must be able to pass a background check to gain access to Army installations, IT systems, and for the issuance of a government-issued Common Access Card.
- Ability to drive a four-wheel drive vehicle and operate basic farm equipment.

Job Description

The position is within the Natural Resources Branch (NRB) at Fort Leonard Wood (FLW), Missouri to support the Integrated Natural Resources Management Plan (INRMP), the Integrated Cultural Resources Management Plan (ICRMP), and associated other NRB management plans and activities. The job will involve a wide range of natural, cultural and environmental compliance and management projects that support military training on Fort Leonard Wood.

Three objectives describe general tasks that the position will frequently involve: 1) Data Collection and Analysis, 2) Technical Support, and 3) Cultural Site Monitoring and 4) Habitat Management.

This position is located at Ft Leonard Wood, MO. The Fort is located in the beautiful South-Central Missouri Ozarks which has a wide range of outdoor recreational opportunities. The Fort covers more than 61,000 acres and is located in Pulaski County, Missouri. Bordering the installation to the North are the towns of Waynesville/St. Robert and Interstate 44. St. Louis is a 2-hour drive to the East along I-44 and Springfield is a little more than an hour's drive to the west of Fort Leonard Wood. The job will involve a wide range of natural and cultural resources and environmental compliance projects that support military training and development.

Job Duties

- Provide data collection and analysis and technical support for natural and cultural resources. Assist with fish and wildlife population and habitat management. Provide technical expertise preparing documents, maps, graphics and conducting reference searches.
- Provide educational outreach through the development, coordination and conduct of briefings to training elements.
- Conduct water quality, biomonitoring, erosion, and sediment transport monitoring on waters to include impoundments, Big Piney River, Roubidoux Creek and their tributaries. Identify watershed erosion control requirements and recommend appropriate remediation techniques.
- Assist in invasive species monitoring and control. Assist Pest Management Program Manager as needed. Operation of GIS and GPS for Natural and Cultural Resources Management and maintenance of GIS databases.
- Assist Cultural Resource Program as needed in site visits, compiling data, documents, maps and other necessary information in the implementation of the ICRMP.
- Collect, analyze, and summarize field data for inclusion in reports or the Geographical Information System (GIS). Maintain computer data files and raw data sheets of data collected. Data analysis will be conducted per FLW protocol and in coordination with the FLW Natural Resource Branch staff; data and field notes will be submitted to the NRB Office according to a schedule specified by FLW.
- Sample fish and wildlife using methods such as standard wildlife survey protocols and electrofishing, seining, snorkeling, and trap nets. Measure, record, and organize terrestrial and aquatic habitat characteristics. Identify and monitor streams and wetlands in support of the Clean Water Act. Maintain, repair, and prepare equipment for field work (e.g., boats, small motors, and sampling gear).
- Provide technical expertise to NRB by preparing documents, maps, graphics and conducting reference searches. Support various NRB natural and cultural resource projects and education/outreach activities/events.
- Prepare and improve data collection recording methods. Prepare and review written reports to support the FLW NRB. Support NRB with project management to improve aquatic and terrestrial resources. Assist in coordinating and executing projects for erosion prevention and watershed management.
- Assist with tasks related to the support and execution of the Installation Wildland Fire Management Plan and Forest Management Plan. Participate in the preparation, ignition and control of prescribed fires. Periodically conduct forest stand assessments by assisting with forest inventories via basic forest mensuration methods or by visual inspections. Assist with timber and harvest boundary marking on an "as needed" basis. Occasionally help with monitoring forest management contractors to ensure Best Management Practices are implemented and maintained and monitor and contract compliance.
- Assist Natural and Cultural Resources Managers with report writing, report editing, and NEPA project reviews. Assist with implementing cultural resources site monitoring protocols, to include routine monitoring of archaeological sites and other historic properties, and project specific monitoring for construction activities and/or military activities.
- Assist with documenting archaeological site and other historic property condition assessments for the purposes of routine monitoring efforts and Archaeological Resources Protection Act and National Historic Preservation Act compliance.
- Operation of GIS and GPS for Natural and Cultural Resources Management program support. Maintenance of Natural and Cultural Resources GIS databases.

Deliverables:

- Monthly Reports to NRB Management. One (1) word-processed letter report describing progress of the technical assistance completed in accordance with the scope of work and deliverables completed for the monthly reporting period. The report shall be received electronically on or before the last day of each month of reporting and occur on a 30-day cycle.
- Records. Original copies of all field notes, resource inventory lists, photographs, photographic logs, maps and drawings prepared during the technical assistance conducted under this scope of work shall be delivered to the appropriate Fort Leonard Wood Natural Resources Manager as soon as is practical after they are produced.
- Activity Reports to NRB Management. Report summaries of task activities that gather and analyze field data for inclusion in updates of the INRMP, ICRMP, and GIS databases.
- All requested submissions shall be completed and provided to the Fort Leonard Wood Program Manager / POC by the designated deadline, which will vary by task/project in accordance with the project schedule.

Additional Information to Applicants

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| Job Open Date | 02/06/2023 |
| Job Close Date (posting closes at midnight) | 02/20/2023 |
| Open Until Filled | No |
| Normal Work Days | Monday, Tuesday, Wednesday, Thursday, Friday |
| Normal Work Hours Start | 8:00AM |
| Normal Work Hours End | 5:00PM |
| Posting Notices | You will be required to electronically attach a resume, cover letter and letter of recommendation to your application. |
| Legal and Required Notices | <p>Texas State University is an Equal Employment Opportunity/Affirmative Action Employer, committed to inclusive thought and action in support of our diverse community. Individuals from historically underrepresented groups and all those who share our commitment to inclusivity and passion for the strength of our diversity are strongly encouraged to apply.</p> <p>Employment with Texas State University is contingent upon the outcome of record checks and verifications including criminal history, driving records, education records, employment verifications, reference checks, and employment eligibility verifications.</p> <p>Texas State University is a tobacco-free campus. Smoking and the use of any tobacco product will not be allowed anywhere on Texas State property or in university owned or leased vehicles.</p> <p>Texas State University is a member of the Texas State University System. Texas State University is an EOE.</p> <p>Texas State is committed to increasing the number of women and minorities in administrative and professional positions.</p> |

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Applicant Document

Required Documents

1. Resume
2. Cover Letter
3. List of References

Optional Documents

1. DD 214/DD1300

Supplemental Questions



Required fields are indicated with an asterisk (*).