

## GRAND TRAVERSE REGIONAL LAND CONSERVANCY

**Position Title:** Stewardship Field Crew Member  
**Position Status:** Non-Exempt; Full-Time; Hourly; Seasonal (Up to 15 weeks)  
**Seasonal Term:** May 8, 2023 – August 18, 2023; Housing Available  
**Date:** February 21, 2023  
**Supervisor:** Seasonal Land Steward, Preserve Stewardship Staff  
**Wage:** \$17/hr

**Position Objective:** The Stewardship Field Crew Members (4 positions) will work with Grand Traverse Regional Land Conservancy (GTRLC) staff and the Seasonal Land Stewards to implement site maintenance and habitat management of an extensive system of nature preserves and sanctuaries located across a five-county service area in northern Michigan.

### **Job Summary:**

The position primarily will involve sign management (installation, replacement, data recording); trail maintenance and construction; recreation infrastructure management; some light carpentry and construction (benches, informational kiosks, fences, etc.), and invasive species control (mostly manual control, but will also include some herbicide application). The position will be under the overall supervision of the Seasonal Land Steward, Field Crew Leader.

### **Essential Duties and Responsibilities:\***

#### **Team Duties – 5%**

1. Assist other stewardship and land staff with activities as needed.
2. Assistance with volunteer events on Preserve, under the direction of the Volunteer and Events Coordinator, as needed
3. The candidate will be expected to interact with visitors positively, with patience, great customer service, and to be prepared to answer a wide range of questions while following essential talking points provided by our Communications team

#### **Preserve Maintenance – 40%**

1. Maintain preserve infrastructure such as trails, trailheads, kiosks, gates, signs, fences, boardwalks, Boundary posts, etc, and coordinate/delegate appropriate tasks to seasonal staff and volunteers
2. Install new signs in coordination with the sign technician

#### **Maintain Shop, Field Equipment, and Tools – 5%**

#### **Invasive Species Control – 50%**

1. Implement control methods for target species
2. Work with other staff and volunteers to remove invasive vegetation

*\*Will be required to perform other duties as requested, directed, or assigned*

**Supervisory Responsibilities:** None

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**Work Environment:** Hours are typically 7:00am – 5:00pm Monday -Thursday. Some weekend or Evening work during special events may be required.

**Physical Factors:** The ability to work both indoors and outdoors, to carry necessary equipment and supplies, and occasionally work long hours in rough terrain and possibly inclement weather.

### **Training, Education, and Experience:**

- Currently seeking a degree in a natural resource management or related discipline
- OR**
- High school diploma and one year (season) of experience in invasive species management, light construction, or related experience.

### **Minimum Qualifications (Knowledge, Skills, and Abilities):**

- Excellent verbal communication skills
- Demonstrated ability to self-motivate and be able to accomplish daily tasks without direct supervision while communicating regularly with supervisor
- Excellent problem-solving skills
- Ability to maintain a positive, professional, and courteous attitude
- Ability to work as part of a team
- Willingness and ability to work long hours in strenuous outdoor conditions
- Valid MI Driver's License and reliable transportation

### **Desired:**

- Field experience and familiarity with Michigan flora and fauna
- Experience working with volunteers
- Knowledge of northern ecological principles
- Computer literacy, with GIS, mapping, and database experience

**Position is subject to a background check**

**Please Send Resume and Cover Letter to Allie Bukowski [allie@gtrlc.org](mailto:allie@gtrlc.org)**

**Resumes, including Cover Letters will be received until  
Friday, March 17, 2023, at 5:00pm EST**