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Terrestrial Invasive Species Project Manager

The New York -New Jersey Trail Conference is seeking qualified candidates to fill the position of Terrestrial Invasive Species Project Manager. The Trail Conference is a non-profit organization focused on connecting people with nature through the stewardship of more than 2,000 miles of hiking trails throughout southern New York and northern New Jersey. The Trail Conference coordinates the Lower Hudson Partnership for Regional Invasive Species Management (PRISM), a cooperative effort of over 40 organizations and agencies involved in invasive species work in the region. The Lower Hudson PRISM collaborates with partners, communities, and the public to prevent new introductions of aquatic and terrestrial invasive species to the region, detect and rapidly respond to new infestations, and mitigate harmful impacts of established infestations. We use a landscape-level, comprehensive, integrated approach and strategies in coordination, prevention, early detection surveys, rapid response, monitoring, mapping, management, education and restoration.

The Terrestrial Invasive Species Project Manager will plan, oversee and implement the terrestrial invasive species control programs of the Lower Hudson PRISM.

Essential Functions:

- Addresses critical terrestrial invasive species threats by conducting research, planning, surveys, mapping, removal and monitoring of priority terrestrial invasive species infestations
- Trains, coordinates, supervises, and when necessary assists in the selection of seasonal staff including LHPRISM's terrestrial regional response team, interns, and/or stewards
- Coordinates property access and permitting, and obtains local support for management of high priority terrestrial invasive species infestations
- Analyzes distribution trends and management efficacy through data collection programs, geographic information systems, databases and reporting to set priorities for prevention and management
- Gives presentations on terrestrial invasive species spread prevention, identification and best management practices as well as fosters cross-site learning among the conservation community and partners
- Maintains, tracks, and services herbicide application equipment, and mechanical and manual equipment used during terrestrial invasive species management activities.

Additional Responsibilities:

- Quality check control project work and monitor completed programs
- Analyze and summarize results of control projects
- Assist with purchasing supplies for seasonal crew and maintenance of budget

- Keep current on the identification, distribution and management of new invasive species in the Hudson valley
- Attend regular meetings of the Lower Hudson PRISM
- Provide regular contributions for social media and monthly newsletters to volunteers and partners summarizing control project work
- Assist with writing the Lower Hudson PRISM annual report

Qualifications:

- BA/BS in science-related field and 1 year related experience in ecological land management or equivalent
- Hold a current New York Pesticide Applicator license or be licensed and reside in a state which has a reciprocal agreement with New York (NJ, PA, OH, VT, RI, CT or IN).
- Excellent knowledge of northeastern flora and invasive species relevant to this region
- Experience managing invasive plant species found in the Lower Hudson region
- Experience leading and managing a crew performing outdoor environmental work
- Ability to hike 4 miles carrying up to 40 pounds of equipment over uneven or steep terrain.
- Superior writing skills (writing sample required)
- Work well both in a small team setting and independently
- Experience using ArcGIS software to import, view and analyze field data
- Experience managing data sets especially using MS Excel and MS Access
- Must hold and maintain a valid driver's license and have reliable access to a personal vehicle for work-related travel (on the job travel expenses reimbursed)

The NYNJTC is located in Mahwah, New Jersey. The Terrestrial Invasive Species Project Manager will be based in Mahwah and conduct work in the Lower Hudson Valley, New York (New York City, Westchester, Putnam, Dutchess, Orange, Rockland and Ulster Counties). This position has a 40 hour work week with weekends and evening work required. Excellent benefits package including employee health benefits, paid leave time and retirement savings plan as well as continuing education for pesticide licensing.

The Terrestrial Invasive Species Project Manager will be supervised by Dr. Linda Rohleder, Trail Conference's Director of Land Stewardship and Coordinator, Lower Hudson Partnership for Regional Invasive Species Management and will work with the Aquatic Invasive Species Coordinator and the Invasive Species Educator and Volunteer Coordinator.

Start Date: September 2017

Application:

To apply, please submit all of the following items by August 15, 2017 via email attachment (start all attachment filenames with your last name) to jobs@nynjtc.org Subject line: Invasives Project Manager: "your last name".

1. Cover letter highlighting relevant qualifications and why you are the right candidate for this position.
2. Resume and GPA for degrees received
3. Contact information for three professional references
4. Writing Sample, 2-3 pages written solely by you, relating to Invasive species data or analysis

The New York New Jersey Trail Conference is an Equal Opportunity Employer committed to diversity. We encourage applications from qualified candidates from all cultures, races, colors, religions, genders, national origins, age, disability status, sexual orientation, military or veterans status or other status protected by law.