

EMPLOYMENT OPPORTUNITY

LOCATION: Colorado Parks and Wildlife Denver Office (6060 Broadway)

POSITION: Natural Areas Field Technician II

PAY RATE: \$15.50/hr

HIRE DATE: On or before May 1, 2015 (Applications due March 27, 2015)

DUTIES:

Colorado Parks and Wildlife is hiring a short-term, temporary position under the Colorado Natural Areas Program. This position is 40 hours per week for a maximum of 9 months. This position will be focused on assisting the Natural Areas Coordinator with statewide monitoring of the most rare and unique natural features in Colorado, which will include the preparation, implementation and necessary wrap-up of field visits to state Natural Areas. This position will also focus on implementing the State of Colorado Rare Plant Conservation Program. There is an opportunity to gain invaluable experience working independently with the Colorado conservation community, various landowners, rare species and GIS through this position. Work will be based in the Denver office but will include (over 50% of time) day trips and multi-day field trips for gathering data. Applicant must have a background in botany, ecology or another related biological science and have experience with biological field surveys, as well as with ArcGIS 9 or 10. A large portion of this work will involve working independently in remote locations around Colorado, so applicant must be a self-starter and able to work in sometimes harsh conditions. Experience with MS Office products is required, as is some prior experience with GPS products (preferably Trimble). Experience with grant proposals and fund-raising is a plus. Applicant should have good organizational, written and oral communication skills; they should be physically fit and willing to hike and camp and have own camping equipment (tent and sleeping bag). Applicant must have (or obtain) a valid Colorado Driver's license.

For more information on the program, see: <http://cpw.state.co.us/aboutus/Pages/CNAP.aspx>. Please send cover letter, resume and reference list by March 27, 2015.

Specific Duties may include:

- Visit Colorado Natural Areas to assess conditions, identify rare or noxious plant species, GPS important features, survey for and monitor rare elements (including wildlife, plant communities, fossils, and geologic features), and forge relationships with landowners and volunteers.
- Coordinate rare plant conservation projects by working with contractors, land managers, agency partners, and volunteers.

- Prepare all necessary documents, equipment and maps for field trips.
- Produce necessary reports, maps and other documents to summarize findings from field trips.
- Assist with Program administrative tasks such as modifying program databases; coordinating program council and volunteer meetings; and organizing and filing electronic and paper files.
- Other duties as assigned.

We are looking for local applicants due to the short timeline on the position. For consideration, please email these materials in order to be considered:

- 1) Cover letter (state availability date to start)
- 2) Resume
- 3) Reference contact list - 3 minimum, previous supervisor(s), academic reference, etc.

Send email with these 3 attachments to raquel.wertsbaugh@state.co.us.

REQUIREMENTS:

- Must be at least 21 years of age.

- Must have a valid Colorado drivers' license or reliable transportation.
- Must be able to work outdoors and on weekends, holidays, and varied shifts.
- Must be able to camp and hike in variable conditions.
- May need to undergo criminal background investigation.
- Possess strong interpersonal communication skills (written and oral).
- Ability to work with little supervision.
- Miscellaneous: must be available for 40 hours per week. Employment is for a maximum of 40 hours a week for 6-9 months.