Natural Resource Specialist

Job Description
The Natural Resource Specialist is responsible for assisting the Curator of Collections and Grounds and taking leadership in managing 120 acres of the Iowa Arboretum & Garden’s natural resources including woodland, prairie, and the Treehouse Village recreation area. The Natural Resource Specialist reports to the Curator of Collections and Grounds and the Executive Director. This position is responsible for coordination and supervision of part-time staff members along with supervising volunteers. Working with the Curator of Collections and Grounds, they will develop the protocols necessary to uphold excellent management of natural resources. This position will also work with senior staff in the development of programs and managing budgets to reach or exceed annual goals. Full-time.

Primary Tasks:
• Coordinate and monitor management of existing ecosystems including oak/hickory and maple/linden woodland
• Coordinate and monitor management of prairie restoration(s) and Conservation Reserve Program contracts
• Control non-native species perpetuation and hazardous plant removal
• Care for trails systems including keeping them clear, rerouting, repair, and developing signage
• Serve as the steward of the Treehouse Village recreation area with waste disposal, debris clearing, cleaning surfaces, answering visitor questions
• Develop natural resource documentation including species surveys/catalogs, management strategies, and educational curricula
• Plan and coordinate controlled burns
• Identify and collect native plant germplasm with potential for use in ornamental horticulture
• Assist with special events

Education and Experience

A) a four-year baccalaureate degree or commensurate experience; B) horticultural, organizational, fiscal, and managerial experience in a professional setting; C) Strong public speaking, communication, and presentation skills; D) supervisory, collaborative and interpersonal skills; E) Knowledge in forestry, environmental science, natural resource management, habitat restoration, and environmental ecology; F) Computer experience to include Database software, Google products, and Microsoft Office; G) A valid driver’s license is required.

*must receive Pesticide Applicator Certification within 60 days of hire, must complete RT-130 and S-190 Wildland Fire Safety Training within 1 year of hire

Application instructions
Please send cover letter and resume to Mark Schneider, Executive Director:
mark.schneider@iowaarboretum.org