



Now Hiring: Operations Coordinator

Work at an innovative ecosystem restoration company that serves landowners throughout Iowa.

Job Summary

- Perform ecological restoration and maintenance services for clients. Ensure equipment integrity, high quality delivery of contract objectives, and most efficient use of time and materials.
- Drive pickup trucks and loaded trailer safely to and from project sites around Iowa.
- Work safely with herbicides, and powerhead tools in a small group and independently.
- Maintain and perform simple repairs of equipment such as chainsaws, mowers, small engines, seeder, brush saw, sprayers, tractor, etc.
- Help maintain an orderly and clean shop workspace.

Company Information

Prudenterra's mission is to empower landowners to strategically restore thriving, profitable perennials and maintain them for generations.

- 50% of our work is **prairie management**--mowing, seeding, spraying, and burning.
- 40% is **forest management**--thinning, planting, and timber sale administration.
- 5% is consulting services--**interpreting and evaluating ecosystems** for landowners and providing recommendations to achieve their goals and objectives.
- 5% is **innovative land management installations**--streambank restoration, wetland reconstruction, and swales for tree crop orchards or silvopasture.

Prudenterra is based out of Nevada, Iowa, and is owned and managed by Luke Gran, Forester. One or two part-time and seasonal full-time operations crew members also assist in implementing and maintaining projects.

Operations Coordinator

The position is full-time, 32-40 hours per week, typically performed in four, 8 to 10-hours long workdays. It offers work mostly outside, opportunities to learn about the unique natural resource management of Iowa's native plant communities and the people who own and care for them. Each year includes two weeks of Paid Time Off. Reports to the Forester, Luke Gran.

Job Requirements

Operate Equipment:

- Must have some experience operating chainsaws and be willing to hone skills and safety practices.
- Learn to drive, operate, and maintain a 45 hp tractor with loader and implements.
- Be able to drive an automatic pickup truck, and haul tractor and implements on trailers.

Physical Work:

- Able to conduct physically demanding work, crouch over for extended periods of time, and lift up to 50 pounds.
- Work outside in seasonally variable conditions, and wear appropriate protective clothing.

Drive:

- Hold a valid driver's license, and have a good driving record.
- Able to commute in own vehicle to Prudenterra headquarters near Nevada, Iowa.

Duties and Responsibilities

- **Collaborate:** Meet daily, and weekly with the Forester to discuss scheduled projects. Communicate regularly as needed throughout the day and week with part-time and seasonal full-time employees. Meet monthly to strategize maintenance and efficiency improvements. Work independently and think ahead to plan each week so that operations can be performed as weather allows.
- **Conduct projects:** as described in estimates which includes:
 - **Prescribed burns:** Burn grasslands and woodlands safely with prescribed fire techniques (backfire, flank fire, wet line) as leader of burn crew.
 - **Seeding:** Seed prairie with broadcast seeder.
 - **Tree planting:** Place container-grown and bare-root nursery stock trees and shrubs into the earth at the proper depth, spacing, and diversity by hand planting bar and with the aid of a machine planter.
 - **Mowing:** Mow with flail mower mounted on a tractor and a riding lawnmower.
 - **Chainsaw operation:** Perform woodland or prairie management as marked by forester.
 - **Herbicide application:** Mix and apply herbicides safely around tree/shrub seedlings, on cut stumps and on trunk girdles with backpack sprayer or handheld spray bottle. Prepare larger sites with broadcast spray of herbicide with a small boom sprayer.

- **Oversee the shop:** Maintain order and cleanliness of the workspace in the heated shop. Keep the shop stocked with a sufficient inventory of hardware, parts, fluids, and tools. Help ensure the quality of seed and bare root trees/shrubs in walk-in cooler is maintained. Periodically safely dispose of waste oils/fluids/filters and metal waste. Empty garbage can weekly.
- **Help Maintain equipment:** Working under the guidance of the experienced Forester: clean, maintain, and repair small tools and equipment such as small engine chainsaws, pole saws, and weed trimmers of various makes and models (Stihl 192/193, 261MC, 362, etc.). Keep hand tools sharpened and cleaned. Perform and log the regular, simple maintenance of the 45 hp tractor, implements such as mowers, seeder, and PTO pump sprayer, and off-highway vehicle. Schedule and deliver vehicles and trailers to professional mechanics for regular inspection and maintenance.
- **Prepare equipment for projects:** Correctly sharpen saw chains and lubricate bearings. Mix gas/oil for small engines correctly and maintain inventory of fluids, oils, parts, and conduct the purchase of necessary equipment.

Required Certifications

Within 90 days of start date:

- National Wildfire Coordinating Group (NWCG) S130/S190.
- Iowa Commercial Certified Pesticide Applicators' License Core Manual as well as Forest Pest Add-on, Ornamental & Turf Add-on.

Within 180 days of start date:

National Wildfire Coordinating Group (NWCG) S130 Fire Training Course.

Skills Required

- **Work well with others:** Effective and direct communicator with excellent interpersonal skills. Welcoming and friendly to vendors, clients, and a good member of a team. Able to communicate via text, and email.
- **Technical knowledge of equipment:** Familiarity with equipment, running chainsaws, driving tractors, trucks, trailers, spraying herbicide by hand, backpack, small engine skid-pump, and PTO-pump.
- **Reliable:** Punctual, dependable, organized. Highly motivated and self-directed, whether working independently or collaboratively.
- **Botanical Identification:** Learn to identify common species by bark and buds. Common name by genus is sufficient--i.e. hickory, oak, elm, ash, etc.
- **Good Judgment:** Must make critical decisions in the field regarding safe work conditions, and be able to (or learn to) troubleshoot equipment when problems arise.

Compensation

Starting hourly training wage pay rate of \$17.50 per hour. After 90-day training period, the employee will earn between \$18 and \$19 per hour depending on work performance.

Track and report hours worked to Owner, Forester through submission of weekly timesheets. Infrequent opportunities for overtime pay are offered for weeks when work is performed in excess of 40 hours, and days worked in excess of 10 hours in a 24-hour period.

Mileage

Almost all travel to job sites is conducted in Prudenterra vehicles, but in cases when employees may have to drive a personal vehicle from Prudenterra headquarters to a job site or to the store, mileage is reimbursed at the current IRS mileage reimbursement rate.

Benefits

Workers' Compensation Insurance is provided in the event of a work-related injury or accident. A SIMPLE IRA is available to employees who choose to participate with a 3% match contribution from Prudenterra for retirement. In addition to unpaid holidays, it includes two weeks of Paid Time Off, vacations are encouraged to be taken in one week increments in the months of February and July, which are the slower seasons for restoration.

Start Date

Preferred start date April 1, 2025.

To Apply

Submit a cover letter, resume, and three professional references to Luke Gran, Owner, luke@prudenterra.com.

Short Description

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Work at an innovative ecosystem restoration company that serves landowners throughout Iowa. Prudenterra's mission is to empower landowners to strategically restore thriving, profitable perennials and maintain them for generations.

Be a part of the management team, operate and maintain equipment, and lead a team of crew members to conduct ecosystem management projects. Conduct ecosystem restoration for landowners throughout Iowa--prescribed burns, prairie seeding, forest stand improvement, agroforestry, and more.

Skills needed include chainsaw experience, ability to use a tractor and implements, ability to gain certifications to conduct prescribed burns and apply herbicide, and botanical identification--can identify tree genus based on bark and buds. Must be able to perform simple maintenance and repair of equipment.

Also must have excellent communication skills, be dependable, be able to work cooperatively as part of a team, and be able to conduct projects independently in seasonally variable weather conditions.

The position is 40 hours per week pay rate \$18.00-\$19.00 per hour. It offers interesting work outside, opportunities to learn about the natural resource management of Iowa's native plant communities and the people who own and care for them. Two weeks of paid time off are provided each year and a retirement account 3% matching contribution. Reports to the Forester, and starts in the Spring of 2025.

To apply, submit a cover letter and resume with three professional references to Luke Gran, owner, luke@prudenterra.com. Open until filled.

Full details at <https://www.prudenterra.com/careers/>.









Want to be a part of our growing team in another capacity? [Drop us a line](#) and let us know what you are passionate about!
