Bur Oak Land Trust AmeriCorps Position Description

2019-2020 Program Year

POSITION TITLE: Stewardship Technician
START DATE: 2-17-2020
TERM LENGTH: 6 months
END DATE: 7-31-2020
SERVICE LOCATION: Iowa City, IA
LIVING ALLOWANCE: $9,000

SUBJECT TO A 3-PART CRIMINAL HISTORY CHECK

The mission of Bur Oak Land Trust is to protect and conserve natural areas to enrich and engage current and future generations. The Stewardship Technician will play an integral role on Bur Oak Land Trust’s stewardship team implementing aspects of numerous restoration projects, controlling invasive species across our 3-county service area, and improving nature preserve infrastructure including trail maintenance and design. As such, the ability to perform well both in a team, and independently is crucial.

We will ensure the Bur Oak Land Trust AmeriCorps member receives a well-rounded term of service, gains experience in nearly all aspects of nature preserve management, and an extensive introduction to non-profit land trust organizations.

The Stewardship Technician crew member will improve the ecology and sustainability of Bur Oak Land Trust’s nature preserves and its partner organization’s natural lands by spending a majority of their time in the field performing on-the-ground work. Any given day may be extremely physically challenging.

Applications and directions are available at buroaklandtrust.org.
The deadline to submit an application is Jan. 10, 2020.

POSITION DUTIES AND RESPONSIBILITIES:

Habitat Restoration
- Conduct prescribed burns on prairie and woodland habitat
- Remove trees to reduce woodland canopy
- Plant native trees and shrubs, and seed native grass and forb
- Participate in plant and animal surveys
- Develop land management and burn plans

Invasive Species Management
- Implement control methods at 11 properties to target invasive species through mechanical and chemical removal methods, including chain-sawing and brush-cutting
- Partner with other staff and volunteers to remove invasive vegetation during scheduled volunteer work days on nature preserves
Infrastructure Improvement
- Participate in trail maintenance days which may require chainsaw operation (safety training provided)
- Install preserve infrastructure including signs, gates, boardwalks and kiosks
- Maintain trails of encroaching vegetation, overhanging trees, ruts, erosion or other trail issues

PROGRAM REQUIREMENTS:
- Prepare and submit 2-week schedules, timesheets and mileage reimbursement forms
- Conduct at least 2 presentations to community groups about Bur Oak Land Trust AmeriCorps
- Provide regular project updates and photos for the website
- Represent yourself as a Bur Oak Land Trust AmeriCorps member at all times
- Attend required trainings provided by the AmeriCorps Program Director
- Complete National Wildfire Coordinating Group S-130/S-190/L-180 online wildland firefighting certification within 2 months of AmeriCorps enrollment (training provided)

QUALIFICATIONS:
- Computer efficiency (typing, email, word processing, Excel)
- Must be able to pass a background check*
- Must be a U.S. citizen, national, or lawful permanent resident alien
- Must be at least 17 years old at the start of service term
- Commitment to conserving natural Midwestern habitats

Preferred Qualifications
- Experience with handheld GPS devices, using ArcView or other GIS platforms
- Experience working with volunteers
- Experience using power tools
- Field experience and familiarity with Iowa flora and fauna
- Experience with prescribed fire
- Excellent verbal and written communication

On occasion, service will be required at an off-site location. Use of a personal vehicle may be required to perform duties. This is a 40-hour per week position that runs from Feb. 17 to July 31, 2020. Benefits include a $9,000 living stipend, an education award upon successful completion of the term of service, and deferment of qualified student loans.

Reasonable accommodations: If you need to make a request for a reasonable accommodation due to a disability, please contact AmeriCorps Program Director Meredith Roemerman at 319-338-7030 or meredith@buroaklandtrust.org.

*Registered sex offenders are not eligible for AmeriCorps positions. Individuals with murder convictions are also ineligible.