

Botany Technician - Fort Polk, LA

Posting Details

Posting Detail Information

Working Title	Botany Technician - Fort Polk, LA
Position Location	Fort Polk, LA
Research Professional Position	Yes
Posting Number	202000175AP
Position Type	Admin Professional/ Research Professional
Number of Vacancies	1
Work Hours/Week	40
Proposed Annual Salary Range	\$39,000 - \$43,000
Desired Start Date	03/23/2020
Position End Date (if temporary)	
To ensure full consideration, applications must be received by 11:59pm (MT) on	03/01/2020

Description of Work Unit CEMML is a research, education and service unit within the Warner College of Natural Resources at Colorado State University (CSU). CEMML applies the latest and most appropriate science to promote the sustainable management of natural and cultural resources on Department of Defense (DoD) and other public lands. We provide technical support, conduct applied research, and offer career development and learning opportunities to support resource stewardship. We collaborate with our sponsors and within CSU to resolve complex environmental issues, leaving a legacy of science-based decisions that sustain our resources for future generations.

To learn more about CEMML's contributions to land management, our mission, vision, and values, visit <http://www.cemml.colostate.edu/>.

Position Summary A Botany Technician (Research Associate I Special) position is available with the Center for Environmental Management of Military Lands (CEMML). This position is located at Fort Polk, LA.

The successful candidate must be legally authorized to work in the United States by proposed start date. CEMML will not provide visa sponsorship for this position. This position serves as the Integrated Natural Resources Management Plans (INRMP) Botany Technician. Supports the INRMP Program Manager, Botany subject matter expert (SME), Game and Non-game SME's and other Conservation Branch Program Managers with field data collection, data entry, and assist SME with analysis, report writing and standard operating procedure development (monthly progress reporting, annual updates and annual reports).

The Botany Technician will work independently or as part of a team with the Botany SME to ensure the INRMP goals and objectives are met. Work will include driving 4x4 trucks into the field to conduct surveys, assessments, and monitoring of

botanical resources and habitat. A botany training course may be available to teach the botany technician about the plant species found around Fort Polk. Work will mostly take place Monday through Friday. There will be an occasional request to work on a weekend. This position is mostly field-based and, as such, the Botany Technician will be required to work outdoors in challenging conditions.

Required Job Qualifications

- A Bachelor of Science in biology/botany related field.
- Ability to maintain a flexible work schedule including some work on weekends.
- Must have a valid driver's license or the ability to obtain a driver's license by the employment start date.

Preferred Job Qualifications

- Experience with botany surveys
- Experience working in the southern/Louisiana ecosystems
- Experience operating 4-wheel drive vehicles, ATVs/UTVs
- Experience working on a military installation

Diversity Statement

Reflecting departmental and institutional values, candidates are expected to have the ability to advance the Department's commitment to diversity and inclusion.

Essential Duties

Job Duty Category

Coordination with personnel

Duty/Responsibility

Coordination with Integrated Natural Resource Management Plan (INRMP) program colleagues, Environmental Natural Resources Management Division (ENRMD) colleagues, Range Control, and others as necessary and required to ensure successful transfer of information and planning for field efforts.

Percentage Of Time

5%

Essential Duties

Job Duty Category

Meetings, scheduling, and training

Duty/Responsibility

Participate in weekly meetings for planning execution aspects of monitoring and managing botanical resources. Attend training opportunities to prepare for and improve upon field work and field knowledge. Scheduling of field efforts with colleagues.

Percentage Of Time

5%

Essential Duties

Job Duty Category

Botany project execution

Duty/Responsibility

Plant community mapping, noxious and invasive plant control, botanical surveys, forest prescriptions, other botanical projects, wetland identification and delineation, and support of other INRMP programs as necessary. Work individually or as part of a team in field settings around Fort Polk and associated training lands. Work will take place in remote areas with exposure to challenging physical and environmental conditions. Use of GPS units will be required.

Percentage Of Time

60%

Essential Duties

Job Duty Category

Reporting

Duty/Responsibility

Completing field data sheets, entry of data into database. Developing reports.

Percentage Of Time 5%

Essential Duties

Job Duty Category Equipment/maintenance support

Duty/Responsibility Preparation and tracking of forms to acquire equipment needed for project execution.
Cleaning vehicles inside and out, taking vehicles for routine and required maintenance.

Percentage Of Time 5%

Essential Duties

Job Duty Category Outreach

Duty/Responsibility Preparation and maintenance of informative ENRMD, Conservation Branch displays and presentations for public viewing.
Participate in public outreach programs to army personnel, local schools, clubs, and societies.

Percentage Of Time 5%

Essential Duties

Job Duty Category Maneuver damage inspections

Duty/Responsibility Support maneuver damage inspections on a rotating basis after Army training activities occur on Fort Polk training lands. Assessments will follow protocol provided by the Maneuver Damage team and will likely occur on weekends. Goal of inspections is to assess damage to landscape and habitat caused by training activities and provide data necessary for the Integrated Training Area Management (ITAM) team to remediate damage.

Percentage Of Time 5%

Essential Duties

Job Duty Category Special events and requests

Duty/Responsibility Preparation and participation in special events and requests to include, but not limited to, special projects, additional data calls, reporting and all other support functions as identified by the Fort Polk Program Managers.

Percentage Of Time 5%

Essential Duties

Job Duty Category Deliverables

Duty/Responsibility Provide information/details required to complete the quarterly reporting requirements, support project reports as required.

Percentage Of Time 5%

Application Details

Special Instructions to Applicants Applicants must meet the minimum qualifications in the announcement to be considered for hire. Apply no later than Botany Technician for full consideration at jobs.colostate.edu. Mailed or emailed applications will not be accepted. Upload each of the items below individually as a Word Document (.doc), PDF (.pdf), or Rich Text Format (.rtf). Please note that incomplete applications cannot be

considered. Please remove social security numbers and birthdates from application materials. A complete application consists of:

- 1) Statement of Qualifications (one-page letter addressing each qualification described in the announcement) uploaded in the 'Cover Letter' slot.
 - 2) Resume
 - 3) Transcripts (for each degree earned that is listed under qualifications) uploaded in the 'Official Transcripts' or 'Unofficial Transcripts' slot.
 - 4) Degree Conferral (copy of diploma if transcripts do not include confirmation that degree was awarded) uploaded in the 'Other' slot.
 - 5) References – please include within your application contact information for 3 professional references including at least one supervisor.
- References will not be contacted without prior notification of candidates.

Conditions of Employment

Pre-employment Criminal Background Check (required for new hires), Valid Driver's License

Search Contact

Chris Herron chris.herron@colostate.edu

EEO Statement

Colorado State University is committed to providing an environment that is free from discrimination and harassment based on race, age, creed, color, religion, national origin or ancestry, sex, gender, disability, veteran status, genetic information, sexual orientation, gender identity or expression, or pregnancy and will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. Colorado State University is an equal opportunity/equal access/affirmative action employer fully committed to achieving a diverse workforce and complies with all Federal and Colorado State laws, regulations, and executive orders regarding non-discrimination and affirmative action. The [Office of Equal Opportunity](#) is located in 101 Student Services.

The Acting Title IX Coordinator is the Assistant Vice President for Student Affairs, 201 Administration Building, Fort Collins, CO. 80523-8004, (970) 491-5312.

The Section 504 and ADA Coordinator is the Associate Vice President for Human Capital, Office of Equal Opportunity, 101 Student Services Building, Fort Collins, CO 80523-0160, (970) 491-5836.

Background Check Policy Statement

Colorado State University strives to provide a safe study, work, and living environment for its faculty, staff, volunteers and students. To support this environment and comply with applicable laws and regulations, CSU conducts background checks. The type of background check conducted varies by position and can include, but is not limited to, criminal history, sex offender registry, motor vehicle history, financial history, and/or education verification. Background checks will also be conducted when required by law or contract and when, in the discretion of the University, it is reasonable and prudent to do so.

References Requested

References Requested

Minimum Requested 3

Maximum Requested 3

Supplemental Questions

Required fields are indicated with an asterisk (*).

1. * Do you have a Bachelor of Science in biology/botany related field?
 - Yes
 - No
2. * Do you have the ability to maintain a flexible work schedule including some work on weekends?

- Yes
- No

3. * Will you have a valid driver's license or the ability to obtain a driver's license by the employment start date?

- Yes
- No

Applicant Documents

Required Documents

1. Resume
2. Cover Letter
3. Unofficial Transcripts

Optional Documents

1. Other
2. Official Transcripts