



# Institute for Applied Ecology

*Dedicated to native ecosystem conservation, research, and education*

*4950 SW Hout Street, Corvallis OR 97333, Corvallis OR 97333 phone: 541-753-3099*

## Medford Botanical Services Crew Leader – 2023

**POSITION DESCRIPTION:** The Plant Materials Program at the [Institute for Applied Ecology](#) will be hiring one crew leader to work on botanical projects including planning for seed collections, conducting native seed collections, implementing restoration projects, including manually treating invasive species, planting plants, applying native seed and watering plants, and completing surveys for invasive species, particularly in burnt and project areas. The Crew leader will supervise two field technicians and work with program staff to manage field trip logistics, lead field work, and assist in data management and report completion. Positions will be based in Medford, OR, and field work will be conducted throughout the Ashland and Butte Falls BLM Field Offices. Field work will consist of 4-day hitches with weekends off. Little to no overnight travel is expected but lodging and per diem will be provided if necessary. Housing in the Medford area is not provided. Wilderness First Aid training will be provided.

**START DATE (TENTATIVE):** April 3, 2023

**END DATE (TENTATIVE):** September 1, 2023

### QUALIFICATIONS:

- B.S. in Botany, Plant Science, Plant Ecology, or related field and/or at least 24 semester hours in botany, basic plant science or ecology
- A minimum of two field seasons of seed collection and/or surveying experience for special status species; a combination of coursework and appropriate vegetation monitoring, collection, and/or inventory experience may be substituted
- Must have the ability to identify plant species using technical keys, monographs, dissecting microscopes, etc.
- Should possess a wide array of botanical skills necessary to plan, oversee and conduct seed collection, plant surveys, and weed management: familiarity with the flora of Oregon, the knowledge and ability to locate and identify target species, monitor phenology of target species, collect botanical voucher specimens, assess seed quality and collect native seeds, record site data, document activities, and prepare seed for shipping.
- Should possess leadership experience, excellent communication skills, and be highly organized and able to manage complex objectives and take initiative. Duties would include: crew supervision, hitch planning, and prioritizing safety by adhering to check-in/check-out procedures and communication via cellphone or SPOT device.
- Mature, self-motivated, highly organized, flexible and comfortable directing a field crew with minimal supervision.
- Must have a valid driver's license, be willing to travel and camp, and be able to perform strenuous work in all weather conditions, while maintaining attention to the task and crew safety.
- Essential job functions include ability to hike 5+ miles in rugged terrain carrying a 30-lb load and work in a bent-over/kneeling/sitting position for long periods of time.
- Computer skills (MS Word and MS Excel) required; experience in GIS and electronic data collection applications (e.g., S1 mobile, Collector, FieldMaps, Survey 123) is preferred

**COMPENSATION:** \$22.00/hr, plus travel expenses associated with overnight field work (food and camping). This is a full-time temporary position with paid holidays and sick leave.

**VACCINE REQUIREMENT:** IAE has a mandatory Covid-19 vaccination policy. All employees are required to submit proof of vaccination prior to employment. Applicants may request exceptions and reasonable accommodations for medical or religious reasons. Any offer of employment will be contingent on complying with this policy.

**TO APPLY:** You must complete the online [application form](#). Submit a letter of interest stating when you will be available to start work (this is a MUST), resume, transcripts (unofficial is fine) as a single PDF document emailed to [jobs@appliedeco.org](mailto:jobs@appliedeco.org) no later than **11:59 pm, Sunday, January 8, 2023**. *In the email subject line, please write the specific position title (at the top of each announcement) for which you are applying.* Applications will be considered upon receipt.

You will be required to include the names and contact information for three references in your online application form. AT LEAST ONE reference must be from a supervisor from a work experience.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED. Non-U.S. residents must also include a copy of their work visa. Applications will be considered upon receipt. If you are applying for more than one position at IAE, please send separate application emails for each position, and include the job title in the subject line. Please direct all inquiries to [jobs@appliedeco.org](mailto:jobs@appliedeco.org).

Studies have shown that Black, Indigenous and People of Color (BIPOC), women and other marginalized groups are less likely to apply for jobs unless they believe they meet every one of the qualifications as described in a job description. We are most interested in finding the best candidate for the job, and that candidate may be one who comes from a less traditional background. If you are interested in applying, we encourage you to think broadly about your background and qualifications for the role.

*IAE supports diversity and equity, and we encourage applications from all groups of people. We recognize that the strength of IAE is in our people, and we believe that every employee has the right to work in surroundings that are free from all forms of unlawful discrimination and harassment. IAE does not and will not discriminate in employment and personnel practices, and our commitment to equal employment opportunity applies to every aspect of the employment relationship.*