

Seed Collection Crew Leader Northern New Mexico

The [Institute for Applied Ecology](#) (IAE) is a dynamic nonprofit organization whose mission is to conserve native species and habitats through restoration, research and education. Our Southwest Office (IAE SW) works in New Mexico and Arizona. We cultivate partnerships to facilitate large-scale, regional conservation projects, develop ecologically appropriate sources of native seed, offer native species education opportunities and materials, provide technical assistance to restoration and management planning and implementation, and conduct on-the-ground habitat restoration and applied research.

IAE SW seeks to hire a **Seed Collection Crew Leader** for the 2020 seed collection season (June 1st - August 14th with the possibility of extension). The Seed Collection Crew Leader will work closely with IAE staff, botanists from the US Forest Service, and partner teams from the NM Bureau of Land Management to collect seed from native plants for the [Southwest Seed Partnership](#). They will be responsible for leading a two-person native seed collection crew based out of Santa Fe, NM. The crew will split their time between three National Forests— the Santa Fe NF, the Cibola NF and the Carson NF. The workweek will be four 10-hour days, Monday through Thursday. Mondays will be spent in the office or seed studio, and the rest of the week will be spent in the field, with some overnight camping possible. The crew will be based out of the IAE SW office in Santa Fe, and crew members will travel to field sites in an IAE SW vehicle. Most collection sites for this Northern NM team are day trips and relatively close to Santa Fe, but a large amount of time is spent traveling to known and new collection sites. This is an exciting opportunity to participate in a large collaborative effort supporting the first critical step of acquiring wild plant materials for use in seed increase projects, research, and restoration.

Specific Responsibilities of Seed Collection Crew Leader:

- Supervise and work alongside two seed crew apprentices in partnership with [Santa Fe YouthWorks](#) program
- Oversee the following fieldwork: plan and schedule fieldwork, monitor phenology of target species, collect botanical voucher specimens, assess seed quality and collect native seeds, complete collection forms, ship seed, & clean seed (training provided)
- Collaborate closely with Southwest Seed Partnership Coordinator and team in Santa Fe to meet collection targets
- Communicate with land managers or partners to facilitate access to collection sites; represent IAE in a professional manner
- Manage data collection and entry, and oversee data QA/QC
- Prioritize safety; adhere to check-in/check-out procedures and communications via cell phone or InReach device to ensure crew safety
- Plan overnight camping for field work when necessary

Minimum Qualifications:

- Ability and interest in mentoring youth from diverse cultural and socioeconomic backgrounds
- Plant identification skills and experience using technical keys and collecting plant vouchers (familiarity with Southwest flora is a plus)
- Data management experience; experience with Excel
- Excellent communication skills and experience working on a team
- Leadership experience
- Highly organized and able to manage complex objectives and take initiative
- Outgoing, energetic, and flexible
- Experience using GPS
- Ability to drive a 4WD truck on rugged, off-highway gravel or dirt roads
- Comfortable in a backcountry setting: ability to work long hours in adverse weather conditions while maintaining attention to the task and crew safety (First aid training a plus)
- Ability to work in bent-over, kneeling, or standing positions for significant periods of time
- Ability to lift at least 40 lbs. and hike up to 6 miles per day
- Ability to spend multiple hours in a vehicle traveling to field sites

Preferred Qualifications and Skills:

- Pre-existing knowledge of the BLM Seeds of Success (SOS) protocol or prior seed collection experience
- Coursework/trainings in botany and/or degree in botany or related field

Compensation and Duration:

Compensation is **\$18.00/hr.** plus a \$250 relocation expense stipend. Overnight food/lodging are also covered by IAE as needed. Paid leave available for select holidays and unpaid leave permitted for cultural events. Group training on SWSP collection protocols provided first week of employment. This is a full-time temporary position with no additional benefits.

Employment term runs from **June 1st – August 14th (11 weeks)** with the possibility of extension.

How to Apply:

- To apply for this position, please submit the following (as a single pdf preferred):
 - Brief cover letter describing your interest in the position and stating when you would be available to start work.
 - Resume identifying any relevant experience (paid or unpaid)
 - Contact information (phone and email) for 2-3 professional references (including past employers/supervisors).

● **Email application materials to swjobs@appliedeco.org; use subject line “Seed Collection Crew Leader.”**

Applications will be considered on a rolling basis and the position will stay open **until April 1st, 2020**. Incomplete applications will not be accepted.

Questions?

- Please direct any questions about the application process or position to swjobs@appliedeco.org

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.

IAE apoya la diversidad y la equidad, y fomentamos las aplicaciones de todos. Reconocemos que la fortaleza del IAE está en nuestra gente, y creemos que cada empleado tiene el derecho de trabajar en entornos que están libres de todas las formas de discriminación y acoso. IAE no discrimina ni discriminará en las prácticas de empleo y personal, y nuestro compromiso con la igualdad de oportunidades de empleo se aplica a todos los aspectos de la relación laboral.