



Institute for Applied Ecology

Dedicated to native ecosystem conservation, research, and education

1850 Old Pecos Trail, Suite I, Santa Fe, NM 87505

NEW MEXICO SEED COLLECTION CREW LEAD

About Us:

The [Institute for Applied Ecology](https://www.instituteforecology.org/) (IAE), a non-profit organization, has been actively engaged in the conservation of native species and habitats through restoration, research, and education for over 20 years. We fill a unique niche in this field by working with a diverse group of partners including federal, state and county agencies and municipalities to accomplish our mission. 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.

START DATE: Tuesday May 30, 2023

END DATE: November 2023

LOCATION: Santa Fe **OR** Carlsbad, New Mexico (2 crews total)

Compensation:

\$21.50/hr, plus travel expenses associated with overnight field work (food and lodging). No additional benefits included. Wilderness First Aid (WFA) certification will be provided. These are full-time temporary positions with paid holidays and accrued sick leave. Applicants are encouraged to inquire about IAE's Pay Advance policy if you need assistance in meeting financial obligations prior to the first pay period.

Background Check:

A Department of Interior background clearance must be completed before the selected candidate may report to duty. The BLM will provide instructions for completion of the clearance after the candidate has been selected and will notify them when they have been cleared to start the position. **This process will determine the exact start date.**

Vaccine Requirement:

In compliance with federal guidelines, 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.

Position Description:

Our Southwest Office is hiring two crews consisting of one Crew Lead and 2-3 Crew Technicians for the 2023 seed collection season in Santa Fe and Carlsbad, New Mexico

(May–November). The work schedule will typically consist of either four 10-hour days, Monday through Thursday—or eight 10-hour days Wednesday through the following Wednesday. All field work involves overnight camping for 4–8 day periods. There will be one crew based out of Santa Fe, NM and one based out of Carlsbad, NM and both crews will travel to field sites in a provided 4x4 vehicle. Field sites are located throughout Northern New Mexico (for the Santa Fe crew) and throughout Southern New Mexico (for the Carlsbad crew), primarily on Bureau of Land Management-administered lands. 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 restoration and revegetation projects.

This is a full-time, temporary position that requires overnight camping and non-traditional work hours inclusive of weekend and evening hours.

Specific Responsibilities of Seed Crew Lead:

- Conduct fieldwork: 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
- Collaborate closely with IAE Southwest team to meet collection targets
- Prioritize safety; adhere to check-in/check-out procedures and communications via cell phone or GPS device to ensure crew safety
- Supervise, support and work alongside 2–3 seed crew technicians
- 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
- Plan overnight camping and field work schedule

Minimum Qualifications:

- Must have a valid driver's license (in good standing) and ability to drive a 4WD vehicle on rugged, off-highway gravel or dirt roads
- Excellent communication skills and experience working on a team
- Highly organized and able to manage complex objectives and take initiative under minimal supervision
- Plant identification skills and experience using technical keys and collecting plant vouchers (familiarity with Southwest flora is a plus)
- One or more seasons of ecological field experience, with preference given to those with skills in seed collection and identifying plants of New Mexico or the Southwest
- Data management experience; experience with Excel and data QA/QC
- Comfortable in a backcountry setting: ability to work long hours in adverse weather conditions while maintaining attention to the task and crew safety
- Ability to work in and respond to adverse field conditions which may include extreme heat and sun exposure, monsoonal rains, flash flooding, lightning, and hazardous wildlife (i.e. rattlesnakes, scorpions, bears)

- Ability to lift at least 40 lbs. and hike up to 6 miles per day
- Experience navigating to remote field sites using GPS

Preferred Skills:

- Previous leadership experience leading a group of two or more people
- First Aid certification
- Experience using ArcGIS software and GPS mapping applications
- 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
- Previous DOI background check within the last 2 years

How to Apply:

To apply for this position, please submit the following **as a single pdf**:

- Brief cover letter describing your interest in the position.
- Resume identifying any relevant experience (paid or unpaid)
- Contact information (phone and email) for 2-3 professional references (including past employers/supervisors).
- Complete this survey: <https://forms.gle/TBn8MwvGBJetBJ2s8>

Email application materials to swjobs@appliedeco.org with subject line “New Mexico Seed Collection Crew Lead” no later than Wednesday January 18th, 2023.

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.

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.