

Natural Resource Specialist

Mission Resource Conservation District is a local, non-regulatory Special District in operation since 1944. The District offers education programs, technical assistance, monitoring programs and funding sources to help local landowners meet their conservation goals.

The Position: The District is looking for a Natural Resource Specialist to support all aspects of the of the District's Exotic Weed Management Program and Conservation Planning Programs, including providing GIS and cartographic services: This position provides project based support such as grants support, data processing/analysis and reporting. Ongoing training will be provided.

Requirements: BS in Natural Resource Management, Environmental Science, Geology, Biology or related field. 2 years related experience preferred.

Responsibilities:

- Issue RFPs and contract with vendors
- Assist in the development of work plans and project budgets
- Support development of grant application(s), project reports and outreach projects
- Operate GIS to perform data management, data upkeep, data analysis
- Experience in managing multiple projects
- May work in variable weather conditions, remote locations, on difficult and hazardous terrain and under physically demanding circumstances
- Monitor project status to ensure progress toward completion
- Plan, lead and implement special projects
- Attend meetings on behalf of the District

Starting Salary and Core benefits: \$50,000 to \$54,000 to start, depending on experience. Medical and dental, paid leaves and paid training opportunities.

Email cover letter and resumes to Courtney@missionrcd.org