



Watershed Stewards Academy Restoration Technician

Position Summary:

This contractual position will be under the supervision of the WSA Restoration Coordinator to finalize and execute the pilot year of the WSA program "Replant Anne Arundel." At the end of the pilot year, WSA will have engaged 500-800 Anne Arundel County residents to plant over 4,000 trees. **This position will be filled February 2020 - February 2021.**

Essential Duties & Responsibilities:

Volunteer Management: The Technician will establish and coordinate a new Steward Action Group, the Tree Troopers. In collaboration with The Alliance for the Chesapeake Bay, the Technician will train Steward and community volunteers to evaluate sites, plan tree projects, plant trees, engage and manage community volunteers, and maintain tree projects.

Tree Plantings: The Technician will manage both volunteers and contractors to plant trees in Anne Arundel County. Technicians will have some field work, evaluating sites, and planting trees, but will also coordinate multiple projects at the same time as efficiently and effectively as possible.

Contract and Budget Management: The Technician will assist the Restoration Coordinator in all aspects of contract management from writing requests for proposals, evaluating bids, and managing contractual work. The Technician will also manage project budgets.

Restoration Reporting: The Technician will track tree plantings via spreadsheet and GIS database to ensure easy reporting of the restoration efforts to Anne Arundel County.

Replant Anne Arundel Promotion: The Technician will update the WSA website and social media to promote Replant Anne Arundel. Promotion will also include public speaking and instruction.

Backyard Buffers: The Restoration Technician will assist the Restoration Coordinator and other staff with all aspects of this program. More information: <http://www.aawsa.org/backyard-buffers/>

Programmatic Support: The Restoration Technician will work in collaboration with the Restoration Coordinator to plan and execute tree planting and other restoration efforts in flagship programs such as the Certification Course, RiverWise Congregations, Clean Water Communities, and certified Steward action, performing all other related duties as assigned.

Minimum Qualifications:

Qualified candidates will have experience and training in landscape project installation and landscape crew management, and/or landscape design. Strong project management and technical skills are required for this position. College degree preferred but NOT required.

Licenses/Certifications:

A valid driver's license is required. Chesapeake Bay Landscape Professional preferred.

Knowledge, Skills, and Abilities:

- Proficiency and experience in designing, installing, and/or maintaining landscape projects such as tree plantings, conservation landscapes, etc.
- The ability to lift heavy items such as trees and tools on a regular basis.
- Proficiency and experience ordering plants and other material from vendors, coordinating delivery, keeping inventory, and maintaining a budget.
- Proven organizational ability, balancing and prioritizing multiple tasks and projects at the same time.
- Proficiency with Microsoft Office Suite including Excel, social media platforms, Google Drive, and SquareSpace. Proficiency in design software (AutoCAD, Adobe Suite) and Geographic Information Systems preferred, but not required.
- Working knowledge of native Chesapeake Bay region flora.
- Excellent verbal and written communication skills, particularly the ability to communicate complex technical principles to the general audience.
- High attention to detail.
- Can work under pressure to meet tight deadlines.
- Ability to work independently and efficiently.
- Must have his/her own transportation and the ability to drive to restoration sites independently.

Compensation:

An hourly rate commensurate with experience (\$20-25/hour, based on experience) will be paid for approximately: 1,500-2,000 hours, ranging from 30-50 hours/week. Mileage reimbursement using 2020 IRS rates.

Work Schedule:

The position is a temporary position to be filled February 2020 – February 2021. The work schedule is flexible and limited telecommuting is possible. Evening and weekend work is necessary, particularly in the Spring and Fall.

Work Location:

The Restoration Technician will be a contractual employee of the Watershed Stewards Academy based at Arlington Echo Outdoor Education Center (975 Indian Landing Road, Millersville, MD 21108). This position includes significant office preparation and follow up to support “in the field” restoration. The Restoration Technician must have the ability to travel to and from sites using his/her own vehicle and navigate steep and uneven terrain. Because this office is located on Anne Arundel County Public School (AACPS) property, the candidate will be required to have fingerprint-supported background check through AACPS.

To apply, please send a cover letter and resume to WSA Restoration Coordinator, Josh Clark at jyetterclark@aacps.org. Questions may be directed to Josh via email or phone (410) 222-3831. This position will remain open until filled.