



Job Description: Ecological Programs Coordinator

The Ecological Programs Coordinator administers the Society's ecological restoration programs, including invasive species management, throughout New England. The Coordinator reports to the Director of Conservation and supervises staff, interns, and volunteers in implementing these programs. Responsibilities include:

- 1) Arrange and implement projects and contracts with conservation partners (land trusts, state conservation agencies, private conservation groups, etc.) to develop ecological management plans for natural areas. Focus areas are those with rare species and outstanding natural communities.
- 2) Perform botanical inventories.
- 3) Develop restoration plans and restore natural communities by removing/controlling invasive species and planting native plant species.
- 4) Oversee management of the Society's sanctuaries and act as staff liaison with Sanctuary Committee,
- 5) Assist with seed collection, rare plant searches, documentation, and other conservation activities of the Society.
- 6) Teach workshops and classes on invasive species and ecological restoration.
- 7) Write grants and seek funding to support management projects and other conservation activities.
- 8) Act as the Society's representative on committees and partnerships (such as SuAsCo-CISMA, WISP etc.) focused on invasive species management.
- 9) Interact with the public on conservation issues.
- 10) Obtain permits for restoration activities as necessary.
- 11) Assist with other department activities as needed.

Qualifications:

- Strong knowledge of the flora of New England and demonstrated ability to perform botanical inventories.
- Experience with GIS mapping.
- At least five years' hands-on experience in invasive species management and ecological restoration projects.
- Previous supervisory experience with staff and volunteers.

- Willingness to travel to many parts of New England and spend long hours in the field.
- Ability to work cooperatively with colleagues and volunteers.
- Ability to lead field trips and to speak before large groups.
- Ability to perform strenuous, hands-on restoration activities including invasive species control.
- Advanced degree in related field preferred.
- Grant writing experience a plus.
- Must have valid driver's license and be able to obtain a pesticide applicator's license.

Send cover letter and resume to: Bill Brumback, Conservation Director, New England Wild Flower Society. bbrumback@newenglandwild.org. Application period closes 31 August 2016.