



Conservation and Outreach Assistant

Compensation: starting at \$17/ hour, commensurate with experience.

Schedule: Part-time, year-round. Occasional weekend and evening work.

Start Date: Spring 2024

Overview

The Conservation and Outreach Assistant at the Swaner Preserve and EcoCenter in Park City, Utah assists the Director of Conservation with a wide range of land management activities and projects on the 1,200 acre nature preserve. This person will assist with conservation and restoration efforts on the Preserve, lead volunteers, and communicate scientific and conservation focused topics to a wide audience.

This position is part-time (16-29 hrs/week), and will take place primarily during the week with occasional evening and weekend work. This position will require increased hours during the summer field season with reduced hours from November-March. Candidates with limited availability for winter hours are still encouraged to apply.

Responsibilities

- Assist with implementation and research of a broad range of land management and habitat restoration projects such as monitoring of nest boxes, maintenance and installation of restoration plantings, trail camera deployment and monitoring, assistance with fencing and signage, and management of noxious weed species on the Preserve including physical removal.
- Lead restoration volunteer groups to complete conservation projects, assist in communication with volunteers and tracking volunteer impacts.
- Communicate scientific topics to a wide audience including volunteers, project partners, trail users, youth program participants, and the general public.
- Help with maintenance of tools and organization of project supplies.
- Assist with guided Preserve tours and lectures, lead seasonal interns, and table at community events as needed.
- Help with set-up, tear-down, and hosting of special events held at the EcoCenter as needed. This involves engaging guests at a variety of events such as business meetings, fundraising events, and nature tours.
- Assist with Swaner's Utah Master Naturalist: Watersheds course as needed
- Assist Swaner's staff and volunteers when needed.
- Other tasks and responsibilities as assigned.

Qualifications

Candidate's professional, academic, and lived experience will be taken into consideration during the hiring process. Candidates should support and help create a respectful workplace culture where all are welcome.

Minimum Qualifications

- Land management, ecological restoration, volunteer management, or other related experience
- Ability to communicate effectively in English
- Works well in a team & comfortable with a flexible list of assignments
- Ability to work occasional weekends and evenings
- Strong interpersonal skills and ability to pleasantly interact with a wide variety of individuals
- Basic computer & math skills
- Ability to walk over uneven ground, lift 50 lbs., and work outdoors in a variety of weather conditions
- Job offer is contingent upon the successful completion of a background check
- Valid Utah driver's license to perform essential job responsibilities, such as driving university vehicles and transporting materials
- Must have access to reliable transportation to and from work site

Desired Qualifications

- Bachelor's degree in related field (environmental studies, biology, land management, ecology, geography, etc.)
- Experience with volunteer management
- Experience in conservation, restoration, or land management
- Naturalist knowledge of Utah: birds, wildlife, geology, etc.
- Knowledge of regional native plants and invasive weeds
- Experience with non-profit organizations or Universities
- Experience or familiarity with mapping software (Google Earth Pro, ArcGIS etc.)

Interested candidates can learn more and apply [HERE](#).

Questions? Contact Rhea Cone, Director of Conservation, at rhea.cone@usu.edu

Housing is not available for this position.

Review of materials will be on a rolling basis.