

JOB ANNOUNCEMENT

Position Title: Lumberjack RC&D Council Aquatic Invasive Species Coordinator

Purpose & Role:

The Aquatic Invasive Species (AIS) Coordinator is responsible for developing and implementing a coordinated tri-county strategy, relevant programs, and effective partnerships for preventing and controlling the spread of aquatic invasive species in Langlade, Lincoln and Forest counties. The AIS Coordinator will create/maintain an active network of partners who participate in AIS prevention and control.

Qualifications:

- ❖ Bachelor's degree, preferably in a natural resource field
- ❖ One or more years relevant work experience preferred
- ❖ Strong commitment to healthy lakes and to solving environmental problems through partnerships
- ❖ Demonstrated experience in building networks and coordinating projects with multiple stakeholders; experience and skills with conflict management beneficial.
- ❖ Strong interpersonal skills and a collaborative attitude
- ❖ Ability to self-start and to work independently without close supervision
- ❖ Ability to communicate effectively with diverse audiences orally and in writing
- ❖ Willingness to travel throughout the project area and attend evening/weekend events
- ❖ Familiarity with aquatic invasive species and local land/water conservation issues preferred. Plant identification experience may be helpful.

Requirements:

- ❖ Must possess or obtain a valid Wisconsin drivers license
- ❖ Provide proof of auto insurance coverage
- ❖ Must have reliable personal vehicle
- ❖ Ability to operate motorized watercraft

3 Year Temporary Appointment:

(Continued employment contingent upon future funding availability)

Salary and Benefits:

- Starting salary - \$16.49 per hour – Based on 2080 hour work year
- Health insurance benefits
- \$30,000 Term Life Insurance
- SIMPLE IRA (will start on January 1, 2010)
- Short Term Disability available
- Current mileage rate for personal vehicle use will apply (currently \$0.55/mile)

Application Requirements: Submit a cover letter and resume, no more than 2 pages in length, outlining your educational background, training and experience related to this type of position.

Application Deadline: On or before May 1, 2009

Send Application Package To:

Lumberjack Resource Conservation & Development Council, Inc.
2187 North Stevens Street, Suite A
Rhinelander, WI 54501-8036

For Questions About This Position or Application Process Call: (715) 362-3690

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Primary Duties:

- *Develop AIS Strategic Plans for Langlade, Lincoln and Forest counties*—Ensure that comprehensive plans for AIS prevention and control are in place. Plan should outline county goals and strategies, and should dovetail with statewide AIS goals. AIS Coordinator is responsible for facilitating plan development and overseeing plan implementation. Public participation and involvement of diverse stakeholders in plan development is encouraged. Search for sustainable funding sources for the implementation of plan goals and objectives.
- *Coordinate a project area network of AIS partners*—Create, expand and nurture an active network of stakeholders interested in AIS issues in the county. This network can be fostered through an electronic mailing list, website, written updates, networking events, one-on-one interactions, etc. Create connections and coordinate county activities within your region and with statewide AIS coordinators. Coordinate a yearly review meeting with partners.
- *Clean Boats, Clean Waters*—Serve as county coordinator for *Clean Boats, Clean Waters* (CBCW) watercraft inspection activity. Work with statewide CBCW coordinator to streamline delivery of training and materials. Maintain working list of lakes with active CBCW efforts and prioritize lakes for new CBCW efforts. Work with local groups to ensure complete and accurate data reporting into Surface Water Integrated Monitoring System (SWIMS).
- *Citizen Lake Monitoring*—Serve as tri-county coordinator for Citizen Lake Monitoring Network (CLMN) aquatic invasive species monitoring. Work with statewide CLMN coordinator to streamline delivery AIS of training and materials. Maintain working list of lakes with active CLMN efforts and prioritize lakes for new CLMN efforts. Work with local AIS groups to ensure complete and accurate data reporting into SWIMS.
- *AIS Grant Mentorship & Coordination*—Working with Department of Natural Resources (DNR) Lake Coordinator and Grants Specialist, assist local groups in preparation of AIS grant applications. Mentor local groups to assist in submitting applications are complete, realistic, and in line with statewide grant investment goals.

POSITION DESCRIPTION (cont.)

- *Statewide AIS Coordinator network*—Participate in statewide network of county AIS coordinators, including semi-annual meetings, email listserv, and other training/networking forums. Maintain communication with statewide AIS Education Specialist and attend Wisconsin Lakes Conference.
- *Reporting*—Complete all necessary AIS grant reports and share success stories and photos with statewide AIS contacts through AIS listserv. Will provide project updates at Lumberjack council meetings.
- *Education & Outreach*—
 - ❖ Create and distribute newsletters/news releases regarding AIS issues
 - ❖ Organize and coordinate training sessions on AIS identification, prevention and monitoring
 - ❖ Develop AIS display materials to be utilized by lake groups. Work with statewide AIS Education Specialists when creating new materials to ensure consistency and efficiency.
 - ❖ Assist lake groups in organizing lake fairs and other events
 - ❖ Attend lake association/district meetings as time allows
 - ❖ Provide technical assistance to lake associations/districts on AIS and water quality issues
 - ❖ Identify samples of aquatic invasives of aquatic invasives for lake groups, individuals, etc. including investigating any new possible AIS populations.
- *Aquatic Plant Management/AIS Action Plan Protocol*-Work with lake groups to monitor and map aquatic invasive plants.
 - ❖ Create an action plan protocol for lakes that do not have aquatic invasives
 - ❖ Create an action plan protocol for lakes that have known infestations of aquatic invasives
 - ❖ Create an action plan protocol for lakes that are not sure or known if they have aquatic invasives
- *Media*—Develop relationships with local media to highlight successful AIS efforts.