

## **NOW HIRING: Seasonal Natural Resources Specialist**

### **Location: Eloise Butler Wildflower Garden and Bird Sanctuary**

**Role Summary:** Assist in maintaining native plant communities and naturalistic garden areas at the Eloise Butler Wildflower Garden and Bird Sanctuary using a variety of methods including mechanical means and occasional chemical control of introduced species and noxious weeds. Maintains trails, cleans facilities, guides horticulture support staff, and leads volunteer work groups. Works in all types of weather and conditions at the rustic 15-acre historic native plant garden. Will work in garden areas such as woodlands, meadows, and wetlands within the Garden to maintain and develop the plant collections within guidelines for naturalistic style gardens.

**Work season & schedule:** Position is temporary with an expected duration of April through November depending on weather. Hours/days may vary throughout season, typically Monday to Friday 8am-4:30pm, dependent upon site needs. 40 hours per week. Intermittent hours may be available in February and/or March.

**Duties:** Performs under the general supervision of the Garden Curator, and is responsible for, but not limited to, the following duties:

#### **Essential Duties:**

- Plant and maintain native plant communities
- Control invasive species and weed species using a variety of techniques and tools
- Provide care of natural areas using best management practices and integrated pest management strategies
- Provide assistance and support for volunteer programs and events
- Assist and take direction from Gardener Curator, pertaining to daily care of natural areas
- Assist with prescribed burning, following the direction of Wildfire Certified personnel
- Perform and foster an environment of safe work practices and report safety issues promptly to appropriate staff
- Assist with other maintenance duties as assigned
- Assist with sharing information about work occurring in the field through a variety of media including social media

#### **Related Work:**

- Maintain wood chipped trails
- Tactfully enforce MPRB rules and regulations
- Perform inspections and maintain equipment, machinery
- Provide outstanding customer service for park visitors
- Notify supervisor of concerns
- Perform other related work as assigned

#### **Knowledge of:** (position requirements at entry)

- Native and non-native plants; ability to accurately identify
- Practices related to the care and maintenance of native plants and native plant communities, including, but not limited to woodlands, savannahs, prairies, and wetlands
- Best management practices and Integrated Pest Management strategies for natural areas
- Basic professional conduct in the workplace, including respectful communication and civility toward others

#### **Skills and Ability to:** (position requirements at entry)

- Use and properly operate tools necessary for the performance of duties
- Read and follow planting plans
- Work independently
- Ability to document work activities and develop reports summarizing work activities
- Read and/or listen to instructions and understand content of such instructions in order to follow through on next steps
- Perform simple arithmetic
- Work in a team environment and adapt to changing conditions and situations
- Establish and maintain effective, respectful, and productive working relationships
- Understand and follow supervisor directions, MPRB work rules, policies, and procedures
- Provide outstanding customer service
- Work safely following safety standards and using appropriate personal protective equipment (PPE)

**Training and Experience:** (position requirements at entry)

- High school diploma or equivalent
- Must be at least 18 years old
- College or technical school coursework in one of the following disciplines: horticultural sciences, ecology, natural resources, botany, landscape architecture, earth sciences, or biology preferred
- Previous experience working in natural areas preferred
- Previous experience interacting and working with the public preferred
- Previous experience working with volunteers preferred

**Compensation:** Starting at \$19.54 per hour. This position is eligible for sick and safe leave in accordance with the Minneapolis Sick and Safe Time Ordinance.

**Licensing Requirements:**

- Valid Driver's License
- MN Pesticide Applicator's License preferred

**TO APPLY**

Send cover letter and resume via email to Lori Smiley: [lsmiley@minneapolisparcs.org](mailto:lsmiley@minneapolisparcs.org)

Or mail to:

Eloise Butler Wildflower Garden- 2024 Seasonal Natural Resources Specialist  
3800 Bryant Avenue S  
Minneapolis, MN 55409

Questions related to the position can be sent directly to Garden Curator Susan Wilkins at [swilkins@minneapolisparcs.org](mailto:swilkins@minneapolisparcs.org)

**DEADLINE:** Applications will be reviewed as received. Applications received after 4pm on 01/19/2024 may not be considered.