

VACANCY NOTICE

EMPLOYMENT OPPORTUNITY IN THE FINGER LAKES REGION OF THE NEW YORK STATE OFFICE OF PARKS, RECREATION, AND HISTORIC PRESERVATION

TITLE: Parks and Recreation Aide 4, Plant Materials Program Technician

HIRING RATE: \$11.44/hr

Full-time, 40 hours per week, Sunday – Thursday

DURATION: April 2, 2018 – August 15, 2018; *with potential to continue year-round*

WORK LOCATION: Sonnenberg Gardens & Mansion State Historic Park, Canandaigua, NY and the Finger Lakes Environmental Field Office, Victor, NY

PROGRAM BACKGROUND:

The OPRHP Plant Materials Program is a facet of the Finger Lakes Environmental Field Team, and based at Sonnenberg Gardens & Mansion State Historic Park. The Plant Materials Program produces native plant materials, utilizing locally collected seed. These plant materials support various ecological restoration and enhancement projects throughout the Finger Lakes, Central, and Saratoga regions.

POSITION DESCRIPTION:

The Plant Materials Program Technician will work under the Plant Materials Program Coordinator and will assist in the collection and production of plant materials towards various projects. They will be responsible for supporting greenhouse production, as well as aiding in the collection and processing of seed materials to fulfill plant material requests. The Plant Materials Program Technician will be trained in native plant materials collection and propagation techniques. The position will require manual labor both outdoors and in a greenhouse.

QUALIFICATIONS:

- Applicant should have a BS in biological/environmental sciences, conservation biology, natural resource management, horticulture, or a related field.
- Applicant is required to have a valid driver's license.
- Applicant should have experience:
 - With environmental field work and/or greenhouse work
 - Identifying New York plant species
 - Propagating native plant species
 - Utilizing GPS receivers, GIS mapping, and geodatabase management
- Applicant should be able to:
 - Understand and implement propagation and seed collection protocols
 - Maintain accurate records and write summary reports of plant propagation and processing experiments and protocols
 - Be self-sufficient and work independently
 - Communicate clearly and concisely both verbally and in writing
 - Supervise and work closely with volunteers
 - Be willing to travel and hike to access seed collection locations

DUTIES AND RESPONSIBILITIES:

Plant Material Production

- Implement propagation protocols for a range of native plant species
- Propagate native plant species from various materials including cuttings, seeds, and divisions
Typical work will include:
 - Preparing soil mixes, sowing flats, watering, propagating, transplanting, and maintaining clean production space
 - Controlling greenhouse pests and implementing best IPM practices
- Prepare summary reports on the results of plant propagation and processing protocols
- Supervise volunteers in plant production, and enthusiastically interpret project work to patrons
- Communicate effectively with park workers and patrons in a positive manner

Plant Material Collection

- Follow Plant Materials Program Protocols to:
 - Identify, monitor, and collect native plant materials
 - Survey, map, and document collections
 - Process and store collections
- Record and upload plant materials collection and processing information to databases
- Work independently and perform frequent check-ins with supervisor

TO APPLY:

Please send a resume, cover letter, and three references to Brigitte.Wierzbicki@parks.ny.gov no later than **March 9, 2018**. Interviews and hiring will happen on a rolling basis beginning in March so applicants are *strongly* encouraged to apply as early as possible.