



1854 Treaty Authority

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1854 TREATY AUTHORITY VACANCY ANNOUNCEMENT

- Position:** Biological Aide - Invasive Species
- Term:** Temporary, 3-4months (maximum of 640 hours),
anticipated to start early May or June
- Salary:** \$14.75 / hr
- Deadline:** Applications due April 7, 2017

Position Description:

The incumbent will assist Resource Management Division biologists with managing and preventing the spread of aquatic and terrestrial invasive species (AIS and TIS) within the 1854 Ceded Territory area of northeastern Minnesota. Specific duties may include, but are not limited to: daily interaction with the general public requiring effective communication and public relations skills; staffing an 1854 Treaty Authority watercraft inspection station which includes inspecting boats for AIS (e.g. zebra mussels, Eurasian watermilfoil), conducting boater interviews, and decontaminating boats when necessary; use boats/canoes to perform surveillance and monitoring activities for AIS; use chainsaws and spray herbicide to control invasive plants; staff booths at public outreach events related to invasive species education; cleaning and maintenance of equipment. Please see **DUTIES AND RESPONSIBILITIES** for more details.

Desired Qualifications:

College undergraduates, or recent graduates, pursuing a degree in Natural Resources Management or a related field with a strong work ethic and a desire to gain valuable experience and exposure to a variety of natural resource fields. Knowledge of tribal issues is a plus, but not required. Native American preference will be followed.

Special Requirements:

Position will require frequent daily travel and occasional overnight stays (up to 1 week) with overnight expenses and travel arrangements covered by the Authority. Successful candidates must be able to work flexible hours (nights, early mornings, and weekends) and be willing to work outdoors in a wide variety of weather conditions and environments. Ability to work weekends is especially important for this position to increase interaction with the public at boat landings (inspecting boats for AIS) and outreach events (educating public about invasive species). Ability to work both independently and with others is a must, as is an ability to work with computers, various software packages, and the internet. Valid driver's license and local transportation to and from work is required.

Application Procedures:

Please submit by mail, fax or email a resume (include contacts for 3 references), a copy of your transcripts (unofficial are acceptable), and a cover letter to: Andrew J. Edwards, Director, Resource Management Division, 1854 Treaty Authority, 4428 Haines Road, Duluth, MN 55811. Ph: 218-722-8907. Fax: 218-722-7003. Email: aedwards@1854treatyauthority.org.

BIOLOGICAL AIDE - INVASIVE SPECIES

Position Description

DUTIES AND RESPONSIBILITIES: Incumbent will assist Resource Management Division biologists with watercraft inspections, public outreach/education related to invasive species and monitoring, surveillance and control of aquatic and terrestrial invasive species in northeastern Minnesota. Incumbent may also assist biologists with a variety of ongoing fish and wildlife projects and administrative staff on special projects and day to day office operations.

Specific Duties:

1. Aquatic Invasive Species

- Staff boat landings with decontamination unit.
- Conduct physical watercraft inspections, boater interviews, and decontaminate boats when necessary
- Provide information and assistance to boating public (distribute brochures, literature, promote AIS education, etc.)
- Cleaning and maintenance duties of interior and exterior of decontamination unit
- Keep accurate accounting and recording of all boat inspections
- Staff booths at public outreach events to promote AIS education
- Perform field activities such as monitoring, surveillance and control activities for AIS
- Identify and map AIS infestations using GPS equipment
- Assist with invasive plant or other AIS removal
- Other duties as assigned

2. Terrestrial Invasive Species

- Mix, load and apply herbicides when appropriate
- Mow, dig, cut and burn invasive plants when appropriate
- Operate, maintain, repair and calibrate equipment
- Identify and map invasive plant and insect (e.g. emerald ash borer) infestations using GPS equipment
- Staff booths at public outreach events to promote TIS education
- Work with volunteers and other groups as appropriate
- Other duties as assigned

Other duties may include, but are not limited to:

- Assist biologists with fish, wildlife, wild rice and water quality projects as assigned

SPECIAL ABILITY REQUIREMENTS: Ability to effectively communicate both orally and in writing to other Authority personnel, interagency cooperators, and the general public. Ability to operate motor vehicles including four-wheel drive trucks, ATV's and to handle a variety of stays as necessary (weekdays and weekends). Ability to establish and maintain an effective working relationship with tribal and non-tribal natural resources agencies, public and private landowners within the Ceded Territory, and the general public.