



109 W 700 North  
Valparaiso, IN 46385  
Phone: 219 242-8558  
[www.heinzetrust.org](http://www.heinzetrust.org)

**SHIRLEY HEINZE LAND TRUST, INC.**  
**POSITION DESCRIPTION**  
**STEWARDSHIP TECHNICIAN**  
**(Summer Term)**

Shirley Heinze Land Trust (SHLT) is an accredited land trust and 501 C-3 non-profit organization dedicated to protecting ecologically significant habitats in northern Indiana ([www.heinzetrust.org](http://www.heinzetrust.org)). SHLT protects and manages over 2,400 acres of natural lands that includes several habitat types in our Dune and Swale, Dune, Hobart Marsh, Little Calumet River, Moraine, and Boreal Flatwoods Conservation Areas. SHLT has an extensive Stewardship Program with an experienced staff including a Stewardship Program Director, Stewardship Operations Manager, and Stewardship Assistant. The Stewardship Technician is responsible for supporting the Stewardship Assistant with the care and restoration of property owned by SHLT. Under the direct supervision of the Stewardship Assistant, the Stewardship Technician has the primary responsibility of implementing on the ground restoration and management objectives for SHLT. The Stewardship Technician may work with, and support, crews composed of seasonal staff, part-time staff, seasonal interns, and volunteers. The Stewardship Technician is expected to spend a majority of his/her time in the field treating invasive species, generally with the use of chemical herbicides. Stewardship Technician is expected to work approximately 24-32 hours in a work week. Each week's schedule will be determined by predicted weather conditions for that week. This is a term position of **at will employment**. Position term will be for approximately 3 months (summer) with possibility of extension. This is an hourly position with a **minimum hourly rate of \$12/hr offered**. There are **no benefits** offered with this position.

**DUTIES AND RESPONSIBILITIES:**

- Mechanical and chemical removal of invasive species (backpack sprayers, brush cutters, chainsaws).
- Seed collection, plant propagation, and tree and shrub plantings.
- Parking lot and trail maintenance.
- Small construction projects such as signs, fencing, and boardwalks.
- Collect data, photos, and records for project reports and Stewardship Program records.
- Track time and expenses of restoration/management projects (herbicide use, labor hours, materials, mileage, etc).
- Ensure safe use of herbicide, tools, and vehicles by all stewardship staff
- Additional tasks as assigned by Stewardship Assistant.

### Minimum Qualifications

- Willingness and ability to learn native and invasive plant species.
- Willingness to learn and implement the safe use of herbicide for invasive species control
- Experience or willingness to learn the safe operation and maintenance of powered equipment such as chainsaws, brush cutters, leaf blowers, and all-terrain vehicles
- Ability to follow instruction and work independently
- Ability to maintain a positive and professional attitude when interacting with co-workers and the public
- Ability to work and communicate with others in a team environment
- Valid driver's license
- Ability to lift and carry approximately 50 lbs
- Ability to work outdoors in rough terrain and during adverse weather conditions
- *Passion for learning about, protecting, and restoring natural ecosystems of Northwest Indiana*

### Preferred Qualifications

- Combination of education and experience in natural resource management, environmental science, biology, ecology, or similar
- Ability to identify native and exotic plant species common to Northwest Indiana
- Experience with scientific studies, vegetation surveys, monitoring protocols, etc.
- Technology skills including ArcGIS, social media, Windows Excel,
- Herbicide/pesticide safety training
- Chainsaw safety training
- First aid/AED CPR certification

Please send questions or resume by 04/23/2019 to our Stewardship Director Eric Bird, preferably an electronic copy to: [ebird@heinzetrust.org](mailto:ebird@heinzetrust.org)

Alternatively hard copies can be mailed or dropped off at our Meadowbrook office at

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