



COLORADO

Parks and Wildlife

Department of Natural Resources

Temporary Job Announcement

POSITION: Resource Stewardship Program Technician

START & END DATE: START: February 1, 2018

END: August 30, 2018 - with possible extension funding permitting

PAY RATE: \$14-\$17/hour commensurate with experience

LOCATION: 6060 Broadway, Denver, CO 80216

DEADLINE FOR APPLICATIONS: January 17, 2018

JOB DESCRIPTION:

Colorado Parks and Wildlife's Resource Stewardship Program has a temporary position available for 40 hours per week based in north Denver. This position provides a great entrance into the working worlds of Conservation Biology, Public Land Management, Citizen Science and GIS in the beautiful state of Colorado.

DUTIES: This position's responsibilities will primarily include citizen science program management, biological research, and GIS technician work. This will include field work using ArcCollector tablet computer mapping, as well as assistance with the preparation of resource management plans, GIS map production, data management, biological research, threatened & endangered species analysis, production of biological training & education materials, program planning, site visits, volunteer management, and administrative duties.

MINIMUM REQUIREMENTS:

Technician should have a background in ecology, wildlife, botany, natural resources, GIS, or other mapping or resource sciences; as well as be proficient with Microsoft Office applications. Proficiency with ArcGIS 10 is preferred. Experience with Collector for ArcGIS and Trimble GIS products is helpful. Good organizational skills, good written and oral communication skills, and the ability to work with autonomy are required.

An ideal candidate will have:

1. Knowledge of the wildlife and vegetation of Colorado.
2. Basic understanding of natural resource and public land management principles and an understanding of how natural sciences relate to land management.
3. Experience working with and managing volunteers.
4. At least 1 year of experience using ArcGIS 10 software.
5. Experience with ArcGIS tools and maintaining/populating databases.
6. Ability to create GIS maps to illustrate on-the-ground natural resource conditions.



7. Experience and familiarity with the use of a Trimble GPS and Collector for ArcGIS.
8. Strong work ethic, be organized and have the ability to work in a fast paced setting both independently and in groups.
9. Ability to communicate information clearly and concisely, develop reports and present information both orally and in writing.
10. Must have (or obtain) a Colorado Driver's license.

This position provides a good opportunity to gain experience in GIS, threatened and endangered species management, management planning, and conservation in a practical real world setting. . Currently, temporary employees of the state of Colorado are not eligible for health benefits. Employees are eligible to contribute to a 401k program and the state PERA retirement fund. For more info on CO Parks and Wildlife - please see - www.cpw.state.co.us.

HOW TO APPLY:

Please submit a 1. Cover letter, 2. Resume, 3. Professional References (3 minimum), 4. Previous Employer Contact Information, and 5. a *brief* writing sample (if possible, please include GIS maps) to Jeff Thompson at jeff.thompson@state.co.us by **January 17, 2018**, but applications will be reviewed as they arrive. Please email materials as PDF documents in order to be considered. Due to a short timeline for filling this position, local applicants are preferred.