

Detroit River-Western Lake Erie Cooperative Weed Management Area is hiring an Invasive Species Coordinator!



The Detroit-River Western Lake Erie Cooperative Weed Management Area (DR-WLE CWMA) is a partnership between 20+ federal, state, local, private, and non-profit partners to restore native habitats in imperiled coastal wetlands and lakeplain prairies. Duties would include:

- Deliver invasive species information to the public on identification, management, and prevention. This may include public and private meetings, community events, social media, and website presence.
- Coordinate and assist with community and volunteer workdays
- Answer phone, email, and in-person questions and requests from the public about invasive species management
- Coordinate DR-WLE CWMA partner and steering committee meetings
- Manage grants that would continue the efforts of DR-WLE CWMA
- Apply for required invasive species survey and treatment permits, and write associated reports
- Participate in regional, state, and national invasive species collaborations to share and obtain knowledge and skills to then share with partners and the public, through community outreach and education events
- Supervise and support the in-house Strike Team, as needed (i.e., surveys, treatment, and reporting)

Pay Rate: Starting salary of \$19/hour for up to 40 hours/week. This is a grant-funded position with the potential for salary increase but does not include benefits. Signing bonus of up to \$1,000 depending on experience available.

Duty station is located at Detroit River International Wildlife Refuge, 5437 W Jefferson Avenue, Trenton, MI 48183.

Preferred Qualifications:

- Completed Bachelor's degree
- Two years' experience in natural resources conservation, educational or community outreach, volunteer coordination, or similar setting
- Comfortable coordinating partners and leading meetings
- Experience supervising technicians or volunteers
- Familiarity with grant writing, reporting, and management

Please email a single PDF document containing (1) a one-page cover letter that includes a summary of your interests, experiences, and why you feel you are qualified for this position, (2) your CV or resume, and (3) contact information for three references to jessica_fletcher@fws.gov

Applications will be reviewed, and interviews will occur on a rolling basis. All applicants will be informed upon a final decision. Start date is flexible, February 15, 2023 preferred.