



## JOB VACANCY ANNOUNCEMENT PARK TECHNICIAN SPECIALIST



**Application Deadline:** The announcement is open until filled, and interviews are scheduled as applications are received. The successful applicant can expect to start within 2-4 weeks after a job offer.

**Position Duration:** 1 year. The position may be extended for additional years pending funding and job performance.

**Overview and Job Duties:** A position is available for a highly qualified individual to work in a joint capacity with Wildlife Management Institute, Inc. (WMI) and Iowa Department of Natural Resources (DNR) to help manage the natural resources, maintain beauty and safety of Iowa's state parks and engage with the public to promote our DNR mission.

The successful candidate will serve as an employee of WMI and receive supervision from WMI with daily instructions provided by the local DNR staff. Work priorities will be determined by the District Park Supervisor in conjunction with the local park manager. Training and support will be provided by the Iowa DNR. Weekends and various hours are part of the position during the recreation season. Duties will include:

- Work closely with the park manager to maintain and upkeep all park facilities including offices, service buildings, restrooms, shower buildings, heating/cooling systems, water and wastewater systems, campgrounds, shelters, dock, roadways, trails, playgrounds and fences. Work closely with the park manager to maintain all public areas in a clean and orderly condition.
- Participate in the management of vegetation, wildlife and fish population, prescribed fire of prairie and timber areas, vegetation plantings, pruning, habitat improvement and/or construction. Assist with the removal and control of invasive species.
- Maintain multi-use trail system in a manner that ensures both visitor safety and integrity of the resources.
- Engage in public appearances both on and off the area to promote the state park system, recreational safety and natural resource management.
- Assist park visitors with questions, problems and their requests for help.
- Attend regular training sessions, DNR meetings, and other relevant meetings.
- Assist with the completion of written reports and handling fee collection according to DNR policies.

**Required Knowledge, Skills and Abilities:**

- Operation and maintenance of various power tools and equipment commonly used to maintain buildings and landscapes.

- Ability to work outdoors in a variety of extreme weather conditions.
- Perform physically demanding work such as stooping, bending and routinely lifting up to 50 pounds.
- Comprehend and follow written and oral instructions while effectively communicating technical information with attention to detail.
- Work independently with minimal supervision and collaborate as a team member to solve problems and improve service delivery.
- Build and sustain positive working relationships with management and other staff members.
- Adapt to change, work pressure or challenging situations with composure.
- Demonstrate initiative, strong customer service skills and a commitment to ethical conduct and teamwork.
- Attend work on a regular and punctual basis, and provide training to staff and volunteers.
- Obtain or maintain a valid driver's license with an acceptable driving record.
- Ability to live within 30 road miles of their assigned state park/recreation area as outlined in DNR Park Bureau Policy.

**Qualifications:**

Minimum – The equivalent of two years of full-time experience involving facilities maintenance in plumbing, electrical and/or heating and cooling, or semi-skilled or technical work in biological, horticultural, conservation or natural resources program;

OR

An equivalent combination of education and experience substituting 30 semester hours of college level course work in a biological or natural resources program for the required experience.

**Compensation:**

This position pays \$38,480/year (\$20/hour). As a limited term employee of WMI, the incumbent will be expected to work no more than 74 hours per two-week pay period. Work vehicles, office space, computers, etc. will be provided. The position will be eligible for WMI 401(k) retirement benefits and WMI will provide workers' compensation, general liability protection, and professional liability protection and unemployment insurance benefits. The positions are eligible for health, dental and vision insurance coverage. WMI will withhold taxes including social security. The incumbent will be entitled to make voluntary contributions to their 401(k) retirement plan.

**Location:**

Lake Manawa State Park (primary work location with occasional work at Wilson Island State Recreation Area )– Pottawattamie County, Iowa

**To Apply:**

Please submit your resume, cover letter and three professional references as one Word or pdf file. Send to Michelle Reinig at [michelle.reinig@dnr.iowa.gov](mailto:michelle.reinig@dnr.iowa.gov). For questions about the duties, location, etc., contact Michelle Reinig at Iowa DNR [michelle.reinig@dnr.iowa.gov](mailto:michelle.reinig@dnr.iowa.gov) or 515 250 2222. For questions about WMI, contact Meghan Gilbert at [mgilbart@wildlifemgt.org](mailto:mgilbart@wildlifemgt.org).