



JOB TITLE: Woodlands Restoration Manager
FLSA STATUS: Exempt EEO CODE: 1B
REPORTS TO: Project Director

GENERAL SUMMARY:

Responsible for planning, organizing, developing & directing the overall operation of Woodlands Restoration and associated projects throughout Louisville's Olmsted-designed parks [Louisville, KY].

ESSENTIAL DUTIES AND TASKS:

1. Manage ecological restoration, enhancement, and preservation of natural areas, such as woodlands, trails, vistas, wetlands, ponds, and streams in Olmsted designed parks.
2. Manage and direct restoration staff (4 full-time hourly biologic technicians) and daily operations.
3. Develop and maintain training and qualification program for Restoration Team staff and enforce safety standards.
4. Document restoration activities and monitoring through written reports, mapping, and digital photography.
5. Incorporate volunteers into restoration activities.
6. Manage herbicide training and compliance program.
7. Inventory and maintain all woodland management tools, equipment, and vehicles.
8. Coordinate all plans and actions with Metro Parks.
9. Other duties as required.

WORKING CONDITIONS:

This work is performed partly in the field (Olmsted-designed parks and parkways) and partly in a business office setting at the Olmsted Center. Job duties necessitate the need to drive off-site in order to conduct field visits to gather information on operations, projects, services and activities. Reasonable job accommodations may be made to those who are able to perform the essential duties of the job.

EFFORT:

Must be able to see, hear and speak. Work requires sitting for long periods of time working at a computer screen, and working in outdoor settings with hand and power tools. Interaction with co-workers, board members, volunteers and outside consultants is essential and required. Applicants must be willing and able to work with detail. Work can be very fast-paced and stressful.

MACHINES, TOOLS, EQUIPMENT:

Qualified candidates should have experience with computers, copy machines, telephones, cameras, and vehicles. Qualified candidates should also have experience with various hand tools used in restoration work and running power tools such as chain saws, brush cutters, hand augers, etc. Ideal candidate would have experience in operating equipment such as a skid steer, tractor, bush hog, auger for skid steer, large trucks and trailers; also knowledge to maintain equipment.

MINIMUM QUALIFICATIONS:

Bachelor's degree in sciences such as natural science, ecology, biology, etc. with experience in project planning, problem solving, research, employee supervision, restoration ecology, and restoration practices in an urban setting. A combination of education, training and experience may be substituted when competency in the role is demonstrated. Successful performance on pre-employment tests may be required.

The employee must be able to maintain complete confidentiality of any information s/he encounters.

SPECIALIZED SKILLS AND KNOWLEDGE:

This position requires the following:

- Computer knowledge and skill with business software packages, applications within Microsoft Office, but not limited to.
- Attention to detail.
- Strong interpersonal skills.
- Leadership ability and team building skills to effectively supervise staff.
- Experience with GIS and GPS units preferred.

Starting salary: \$45,000/year

Interested applicants please send resume and cover letter to:

major.waltman@olmstedparks.org.