



The Research
Foundation for

The State University of New York

College of Environmental Science and Forestry



Parks, Recreation
and Historic Preservation

Position Vacancy, 2022

Title: Research Support Specialist (Lead Boat Steward)

Program Mission and Background: The program is possible through an agreement between SUNY ESF and NYS Office of Parks, Recreation and Historic Preservation. The Watercraft Inspection Program is a public education program whose goal is to prevent the spread of aquatic invasive species (AIS) through voluntary watercraft inspections and educational outreach. The 2022 program will include one Program Coordinator, two Lead Boat Stewards (this position) and 20 summer seasonal Boat Stewards (Stewards) who will be working at the boat launch sites across New York State.

Position Type: Summer seasonal appointment May 2022 - September 2022. Work hours are Friday-Monday, 8:00am-6:30pm. Weekends and holidays are mandatory.

Compensation: \$18.57 per hour

Position Location: State University of New York, College of Environmental Science and Forestry, Syracuse, NY

Duties and Responsibilities:

- Assist in planning and hosting pre season Steward training.
- Serve as direct supervisor for 8-10 Stewards.
- Responsible for Steward scheduling, event attendance coordination and any necessary problem solving.
- Visit Stewards regularly in the field; replenish supplies, outreach and promotional materials as needed.
- Work with the Program Coordinator and Project Manager to coordinate trainings, group projects, and attendance at outreach events.
- Work with the SUNY ESF project personnel to facilitate collection of AIS specimens from Stewards.
- Conduct QA/QC protocols for data collected; verify identification of AIS specimens that the Stewards collect.
- Communicate with the Stewards, Program Manager and Park Managers/staff regarding schedules, regional events and possible issues.
- Participate in weekly check-in conference calls with the Program Coordinator and Project Manager.
- Willingness to be available for supervisees to contact anytime they are working.
- Assist with data analysis and report writing after conclusion of the field season.
- Additional duties related to the program as they occur.

Required Qualifications:

- Completed a bachelor degree in natural resources, biology, environmental studies, recreation, education, or related field.
- Strong organizational and communication skills; ability to interact with the public and strong problem solving skills.
- Driver's license in good standing (rental car will be provided).
- Proficiency using Microsoft Office, tablet computers, and geographic information systems software.

Preferred Qualifications:

- Familiarity with watercraft inspection steward programs and/or general environmental education programming.
- Basic knowledge of aquatic invasive species and identification skills.

- Supervisory and leadership skills.

Application Procedure: Send a **resume, cover letter, and three references** as one attachment to mbroda@esf.edu. Please contact Mallory Broda (mbroda@esf.edu; 585-735-5978) or Professor Kimberly Schulz (kschulz@esf.edu; 315-470-6808) with any questions pertaining to the position. Although applications will be accepted until the position is filled, candidates should submit their application by **March 15th** to ensure optimal consideration.

Note: Positions are pending approval of funding for the 2022 season.