



## JOB DESCRIPTION

Title: **Land Steward Interns (3 positions)**  
Supervisor: Beth Craighead, Land Steward  
Location: Hopewell Township, New Jersey  
Date Prepared: January 3, 2018

### **Summary of Position:**

The Land Steward Intern will assist the Stewardship Director and Land Steward of Friends of Hopewell Valley Open Space (FoHVOS). The Land Steward Interns will be supervised by the Land Steward. Primary activities include field work and project administration. Field work will consist of performing control of invasive species, boundary posting, rare species stewardship and ecological monitoring. Administrative activities will include GIS (Geographic Information System) mapping and data management.

### **Duties:**

1. Perform invasive species control activities on emerging and widespread species that pose severe threats to rare species and their habitats. Control activities will include mechanical removal and application of herbicides (training will be provided).
2. Ecological monitoring including assisting with measurements of forest and meadow habitats and rare species monitoring including monitoring and searching activities.
3. Maintain forest and meadow restoration projects.
4. Assist with native garden / wildflower meadow restoration projects.
5. Use a GPS to post boundaries of FoHVOS preserves.
6. Perform other tasks as assigned by the Stewardship Director and Land Steward.

### **Entrance Requirements:**

1. Enrollment in or completion of Bachelor's degree in ecology, natural resource management or related fields is preferred, but not required.
2. Knowledge of invasive species identification and management is preferred, but not required.
3. Willingness to become a Certified Pesticide Operator under the supervision of the Land Steward and willingness to use herbicides is required.
4. Knowledge of flora and fauna of New Jersey is preferred, but not required.
5. Knowledge of GPS/GIS is preferred, but not required.
6. Ability to conduct physically strenuous field work in rugged terrain is required.

**Agency/Program Description:** Friends of Hopewell Valley Open Space is a nonprofit land trust that is dedicated to preserving the Valley's character through open space and farmland preservation, and natural resource protection. Since our inception in 1987, we have partnered with landowners, government and nonprofit organizations to preserve over 7,500 acres of open space and farmland.

**Salary and Hours:** The salary for the internship is \$12.00/hour with a 30-hour work week.

- Two positions will be 10 weeks long (approximately 6/4/18 through 8/17/18 – 300 hours per position).
- The third position will be 17 weeks long (approximately 6/4/18 through 10/5/18 – 510 hours).
- Housing is not provided. Personal transportation required.

**To apply, please send the following materials by Friday, February 23, 2018:**

1. A resume (maximum of two pages)
2. A cover letter addressing how your education/experience qualifies you to accomplish the job duties listed above. Please indicate your interest in the 10-week and/or 17-week positions.
3. Names, e-mail addresses, phone numbers, and mailing addresses of three references to:

Beth Craighead  
Friends of Hopewell Valley Open Space  
P.O. Box 395  
Pennington, New Jersey 08534

E-mail: [bcraighead@fohvos.org](mailto:bcraighead@fohvos.org)  
Phone: 609-730-1560  
Website: [www.fohvos.org](http://www.fohvos.org)

**The Friends of Hopewell Valley Open Space is an equal opportunity employer.**

Employment and promotional opportunities are based upon individual capabilities and qualifications without regard to race, color, religion, gender, sexual orientation, age, national origin, marital status, citizenship, disability or any other protected characteristic as established under law.