



Position:	<b>Seasonal Field Steward</b>
Supervisor:	Field Operations Manager
Employment Type:	full-time non-exempt, seasonal/temporary
Hours:	Generally between 8:30 am and 5:30 pm, Monday - Friday

## Summary

The Field Steward II works on all Solano Land Trust (SLT) properties (eight properties totaling over 11,600 acres). The Field Steward II helps to control weeds, maintains restoration irrigation system and maintains trails, and performs other duties as assigned. The Field Steward II works under the direction of the Field Operations Manager and in close coordination with other lands team members. The Field Steward II supports the Field Operations Manager in all facility or equipment maintenance. He/she may occasionally lead or supervise temporary employees, volunteers, including prison work crews, or contractors. The Field Steward II works closely with all Solano Land Trust staff and others to support the Solano Land Trust mission. The Field Steward II will interact with the public and support use of all facilities by visiting scientists, user groups, and the general public.

## The Field Steward II is accountable for delivering the following results:

- Conduct weed abatement on SLT's properties using herbicides, mechanical methods and hand removal.
- Support the Field Operations Manager, the Rush Ranch Steward and the Project Manager in the day-to-day management of SLT's facilities, properties and infrastructure.
- Support SLT's events and public use of properties as assigned.
- Keep accurate and complete activities logs, including timesheets, maintenance records, monitoring data sheets, property visit records and other forms as assigned by the Field Operations Manager

## Specific Responsibilities:

### Landscape and Habitat Maintenance (all properties unless otherwise specified):

- Conduct weed control on all SLT properties using weed eater, tractor mower, chain saw, manual removal, and herbicide application by back-pack, ATV, and tractor as assigned by the Field Operations Manager or the Project Manager.
- Conduct vegetation monitoring and habitat restoration activities as assigned.

### Facilities Maintenance:

- Under the direction of the Field Operations Manager, repair and maintain fences, gates, barns and other livestock-related facilities, and repair or maintain trails and trail-related signage and kiosks, ranch roads.
- Support the Field Operations Manager in scheduled and minor maintenance of off-grid electrical system, well-supplied public water system and the septic system at Rush Ranch.
- Maintain and build/repair well-supplied stock water and irrigation systems, including windmills, electric and solar pumps, storage tanks, piping, and troughs at all SLT owned properties.
- Under the direction of the Field Operations Manager, maintain vehicles and equipment, including hand and power tools, vehicles, trailers and other equipment as assigned
- Keep accurate records on activities and maintenance logs.

### User Support:

- Coordinate with other staff and user groups and their requirements.
- Interact with and provide assistance to groups and visitors utilizing facilities.
- Check in and orient visiting scientists and guests using living quarters, office space and use of working laboratory space, as needed.

- Assist docents with educational programs.
- Assist staff with fund-raising events.

## **Position Requirements**

### Education

- High school diploma or GED PLUS a minimum two years of related work experience in conservation, habitat management, construction or agriculture.
- Associates Degree in a relevant field may substitute for one year of experience.

### Required Skills:

- California Class C driver's license.
- Strong and reliable work ethic; ability to rigidly adhere to maintenance and management schedules.
- Ability to drive a four-wheel drive truck with standard transmission.
- Ability to operate a small farm tractor, load it onto a trailer and tow it with a truck.
- Willingness to work with chemical herbicides after appropriate training.
- Willingness to work in all kinds of weather conditions; walk for several miles over rough terrain; and endure biting and stinging insects.
- Ability to communicate effectively with the visiting public, ranchers, volunteers, public officials, contractors, and researchers.
- Ability to prioritize tasks, develop timeframes, and complete tasks within timeframes.
- Ability to lead others in assigned tasks.
- Ability to resolve problems independently as delegated.

### Preferred Skills / Knowledge:

- Experience operating All Terrain Vehicles over hilly terrain.
- Experience managing small construction projects.
- Experience with GPS hand-held equipment.
- Experience with monitoring residual dry matter.
- Experience with trail construction.
- Experience with chemical herbicides and associated equipment.
- Basic carpentry, mechanical, plumbing, and electrical skills.
- Ability to safely operate a chainsaw and other power tools.
- Knowledge of local flora and fauna.

### Physical Requirements:

- Ability to do physical work related to various maintenance and fieldwork activities.
- Ability to walk over uneven, hilly and/or difficult terrain for one to two miles with a three-gallon backpack sprayer.
- Ability to lift and carry tools and heavy (60-100 pounds) field equipment.
- Ability to drive for local and regional travel.

## **Salary and Benefits**

This is a full-time non-exempt position for approximately three months during the spring of 2018. Salary is commensurate with experience. SLT offers paid sick leave in accordance with the Healthy Workplaces, Healthy Families Act of 2014 for seasonal/temporary employees who are employed at least 30 calendar days within a year.