



## Parks, Recreation and Historic Preservation

ANDREW M. CUOMO  
Governor

ROSE HARVEY  
Commissioner

### Position Vacancy, 2016

**Title:** Lead Boat Steward 2/Environmental Educator (Park & Recreation Aide 7). One position available.

**Position Type:** Summer seasonal appointment (April – October). Full time (40 hours/week). Work hours are Monday-Friday, 8:00am-4:30pm. Occasional weekend work may be required. Mandatory multi-day training will be held in late May.

#### Background & Mission of the Program:

The NYS Office of Parks, Recreation and Historic Preservation Boat Steward Program is a public education program whose goal is to prevent the spread of aquatic invasive species (AIS) via voluntary watercraft inspections and public outreach. The 2016 program will include 1 Program Coordinator (Albany office), two Lead Stewards situated in the regions (one in Finger Lakes region, one in Niagara region), and 15 summer seasonal Boat Stewards to work at the boat launch sites and conduct watercraft inspections and education/outreach to boaters and campers.

**Position Location:** Niagara Region, De Veaux Woods State Park (Niagara Falls, NY)

#### Duties & Responsibilities:

- ✓ Serve as direct supervisor for 4-6 Stewards.
- ✓ Collect and verify Steward time sheets on a biweekly basis.
- ✓ Communicate with Stewards and Park Managers/staff regarding schedules, projects, issues, etc.
- ✓ Visit Stewards on a biweekly basis; replenish outreach and promotional materials as needed.
- ✓ Work with the Program Coordinator and Lead Steward 1 to coordinate trainings, group projects, and attendance at outreach events (fishing tournaments, Tonawanda Canal Fest, Great Lakes Experience Festival, etc).
- ✓ Conduct QA/QC protocols for data collected; verify identification of AIS specimens.
- ✓ Participate in weekly check-in conference calls with the Program Coordinator and Lead Steward 1.

#### Qualifications:

- ✓ Completed a degree in natural resources, biology, environmental studies, recreation, education, etc.
- ✓ Strong organizational and communication skills; ability to interact with the public.
- ✓ Driver's license in good standing (rental car will be provided).
- ✓ Proficiency using Microsoft Excel and geographic information systems software.
- ✓ Familiarity with watercraft inspection steward programs and/or general environmental education programming (preferred).
- ✓ Basic knowledge of aquatic invasive species and identification skills (preferred).

**Compensation:** The rate of pay is commensurate with a Park & Recreation Aide 7 position (\$16.28/hour). This position does not include healthcare benefits or paid leave.

**To Apply:** Please send a resume, cover letter, and three references to [Megan.Phillips@parks.ny.gov](mailto:Megan.Phillips@parks.ny.gov) no later than **February 12, 2016**. Contact Megan Phillips at 518-402-5587 or Patty Wakefield-Brown at 585-742-1732 with any questions pertaining to the position.