

## POSITION POSTING

### AQUATIC INVASIVE SPECIES COORDINATOR

The North Lakeland Discovery Center in Manitowish Waters, WI offers a seasonal position of AIS Coordinator for the planning and direction of programs to educate the public and volunteers in the prevention and control of aquatic invasive species in the Manitowish Waters chain of lakes and surrounding waterways. The position will consist of a 32-40 hour work week and will run from approximately May 17, 2010 to September 10, 2010.



The prospective employee must:

- Be at least 18 years of age, have a valid drivers license, access to a vehicle for use on the job and proof of automobile insurance coverage.
- Have good communication skills, be comfortable with people and public speaking.
- Be self directed and enthusiastic about protecting the health and natural beauty of the town's lakes and rivers.
- Be able to work a flexible schedule including weekends and holidays.

Job duties will include, but not be limited to the following:

- To become knowledgeable, with the help of Discovery Center staff, in planning and implementing programs for the prevention and control of aquatic invasive species.
- To schedule and deliver AIS-related programs and presentations to civic groups, community organizations, school groups, etc.
- To serve as the primary contact and organizer for the CLEAN BOATS CLEAN WATERS program involving volunteers monitoring at public boat landings, and to personally monitor landings as time allows.
- To solicit, train and schedule volunteers, especially in coordination with the Manitowish Waters Lakes Association, to work in AIS and lake monitoring programs.
- To collect and record data including volunteer hours and to submit records and reports promptly as required.
- To attend meetings and work with the Town of Manitowish Waters, the Manitowish Waters Lake Association and Vilas county AIS Coordinator.
- To achieve the goals and objectives as set forth in the agreement between the Discovery Center and the Town of Manitowish Waters.

Compensation will start at \$9.00 per hour and will be based upon experience and training. Mileage will be reimbursed at applicable rates. Hours and compensation are subject to funding.