

# Missouri Department of Conservation

## Job Title: Grassland Botanist

Requisition Id: 295

Position Number: 0000239B

Salary: \$44,196.00 - \$55,236.00; Starting \$44,196.00

Job Location: Clinton Office (CLINT1)

Closing Date: 06/01/2019

To learn more about the job, feel free to contact the hiring supervisor- Anthony Elliott at Anthony.Elliott@mdc.mo.gov or at 660 885-8179 x4924.

## Summary/Objective

Work as a grassland community botanist and provide science-based programs to maintain the health & diversity of grassland plant communities and populations. Focus areas include native and restored prairies as well as other grassland and responses to management and restoration actions including grazing and fire. Work with Department staff on diverse plant community response to fire and other management actions to ensure compliance with the Departments' Strategic Goals. Hire, organize, and train annual crews for field work. Collaborate with Grassland Field Station and other MDC personnel in each Division as needed on a variety of research needs.

## Essential Job Duties

- Administer ongoing and develop new research and monitoring for prairie and other grassland botanical communities.
- Work with collaborators and biometricians to create statistically sound research study designs, and conduct research and surveys.
- Develop, administer, coordinate, and implement surveys, protocols and projects.
- Collaborate with internal and external stakeholders to accomplish relevant projects and goals.
- Solicit, collect, organize, evaluate, and prepare data for database entry.
- Recruit, hire, train, supervise, and evaluate staff.
- Train and educate staff and partners on plant identification, the use of databases, and data interpretation, through workshops and training sessions.
- Participate in budget, contract, and federal aid and/or other grant proposal preparation.
- Perform literature reviews to inform management decisions or research develop.
- Plan logistics for successful completion of field activities.
- Prepare various technical and non-technical presentations and publications for scientific journals, papers, posters, pamphlets, websites, and popular articles.
- Respond to oral and written requests for information.

## Ancillary Job Duties

- Serve on internal and external regular and special committees.
- Collaborate with Fire Ecologist on grassland, glade, and woodland vegetation surveys.
- Other duties as assigned

## **Education and Experience**

- Master's Degree in Forestry, Fire Ecology, Botany, Biological Science, or related.
- With three (3) years of relevant professional experience.
- Firefighter training, preferred.
- Must maintain a valid, current driver's license.

## **Knowledge, Skills and Abilities**

- Ability to use office equipment, such as computer, scanner, phone system, and copier.
- Excellent oral and written communication skills, especially scientific writing.
- Advanced plant taxonomy knowledge.
- Familiarity with statistical analysis.
- GIS/GPS knowledge.
- Ability to travel overnight and work varying hours and shifts.

## **Work Environment**

- Regularly work in outdoor environments where hot, cold, wet and/or humid conditions exist.

## **Physical Abilities**

- Remain in a stationary position 50% of the time.
- Move about grounds, both inside and outside of buildings.
- Regularly operate tools and other machinery and relocate machinery to other areas.
- Frequently communicate and exchange accurate information.
- Clarity of vision, three-dimensional vision, precise hand-eye coordination, and the ability to identify and distinguish colors.
- Regularly lift equipment and supplies weighing up to 30 pounds; occasionally lift up to 75 pounds correctly.
- Concentrated attention is required on a frequent basis.
- Regular attendance is a necessary and essential function.

## **Disclaimer**

*This job description is not intended to be all-inclusive; an employee will also perform other reasonably related job responsibilities as assigned by immediate supervisor and other management as required. The Missouri Department of Conservation reserves the right to revise or change job duties as the need arises. This job description does not constitute a written or implied contract of employment. Management reserves the right to change job descriptions, job duties, functions, and requirements.*

**\*\*All applications must be submitted by June 1, 2019 at <https://jobs.mdc.mo.gov/go/View-All-Job-Opportunities/4412600/>**

**\*\*Any applications submitted through external links will not be reviewed.**

**EOE**

## **Exemption Status/Special Notes**

This position has been determined to be Exempt according to the Fair Labor Standards Act.

Employees must agree to accept compensatory time in lieu of cash payments in accordance with the Department's Compensatory Time Off and Overtime Policy.

Smoking is Prohibited in all owned, rented, or leased Department of Conservation offices, buildings, and similar facilities in department aircraft and in vehicles.

The department of Conservation will only hire United States citizens and aliens authorized to work in the United States.

All new employees will be required to complete an "Employment Eligibility Verification" (Form I-9) and produce requested documentation after employment.

Candidates seeking initial employment or re-employment must submit to a drug screen following offer of employment.

All persons employed with the state of Missouri shall file all state income tax forms and pay all state income taxes owed.