



Environmental Resource Seasonal Job Description and Duties

JOB TITLE: Parks & Recreation Environmental Resource Seasonal

LOCATION: Upper Dublin Township Building
370 Commerce Drive, Fort Washington, PA 19034

WAGES: Monday – Friday: \$20/ hour (7:00 am to 3:00 pm)
Approximately: **April - December**

Upper Dublin Township Parks & Recreation is seeking an Environmental Resource Seasonal to assist the Parks Division, specifically the Township's Natural Resources Manager, in establishing and managing natural areas within the Township's Park system.

GENERAL TASKS:

- Removal of non-native, invasive plants.
- Planting, maintenance, and monitoring of native trees and plants
- Assist with plant identification and mapping of non-native, invasive plants.
- Assist at environmental restoration volunteer events.
- Assist with general park maintenance tasks including mowing, weed eating, trash removal, facility maintenance, etc. as needed.
- For many of the above tasks, use of hand tools and operating small landscaping equipment (string trimmer, backpack blower, etc.) will be required.
- Use of herbicide, under supervision, may also be a tool utilized.
- Supervise a Natural Resource intern in the above tasks.

MINIMUM SKILLS AND ABILITIES:

- Candidates must be accustomed to spending up to 8 hours outside.
- Ability to understand, remember and follow oral and written instructions
- Ability to access remote, natural areas with or without accommodations
- Ability to work well with other staff members – and maintain a positive attitude
- Ability to work in uncomfortable weather conditions
- Excellent customer service, oral and written communication skills
- Ambition to expand their knowledge in the environmental science/resource management field
- American Red Cross CPR and First Aid certified is a plus, but not required

AGENCY OVERVIEW: Upper Dublin Township is located approximately 25 miles northwest of Philadelphia and is home to approximately 26,000+ residents. Parks & Recreation is one of seven major categories of municipal services provided to this upper-middle class, suburban community. Upper Dublin Township is easily accessible from Route 309, the PA Turnpike and Limekiln Pike (Route 152).

Upper Dublin Township has one of the largest park systems in Montgomery County. The Upper Dublin Park System contains more than 600+ acres in 45 distinct sites ranging from recreation nodes and neighborhood parks to a 105-acre community park, an athletic complex, a 38-acre environmental studies center, an outdoor municipal pool, an 8-acre fishing reservoir, walking/exercise trails, 11 playgrounds, various sports courts, picnic areas and facilities available for rental. Approximately 50% of the Township's parks and open spaces are undeveloped passive recreation and natural resource areas. This includes

Twining Valley Park, a property whose use has recently been converted from golf course to park and is at the beginning stages of naturalization.

DESIRED EDUCATION AND EXPERIENCE:

Education: Graduate from an accredited institution of higher education with a major in Environmental Science, Resource Management, Parks & Recreation or a related field.

Experience: Experience and/or education in biology, ecology, environmental science, forestry, horticulture or a similar field are preferred. Experience working outdoors, using hand tools and operating small landscaping equipment (string trimmer, backpack blower, etc.), working with the public (school groups, camps, volunteers, etc.). Plant identification experience is a plus.

Other:

- Must hold a valid driver's license and have reliable transportation.
- Must have a current (no more than one year old) PA Criminal Records Check*, a PA Child Abuse History* and FBI Criminal Fingerprint Check. The Township will assist with acquiring these checks upon offer of employment.

**Will be handled on a case-by-case basis if individual is not a PA resident*

TO APPLY

Please submit a resume and cover letter to Gabbie Berry at gberry@upperdublin.net, no later than close of business on March, 6th 2024.

CONTACT: Gabbie Berry, Natural Resources Manager
Upper Dublin Township Parks & Recreation Department
370 Commerce Drive, Fort Washington, PA 19034
(215) 643-1600 x3843 fax (215) 542-0797
E-mail: gberry@upperdublin.net
Website: www.upperdublinrec.net