



## Environmental Project Coordinator

### Full-time Temporary 1 year Position Announcement

**Overview:** [Integral Ecology Research Center](#) (IERC) is seeking an enthusiastic and driven individual to fill our new Project Coordinator position. The selected candidate will be responsible for coordinating, planning, reporting, and implementing research and remediation efforts within the Cannabis and Environmental Science Program, which encompasses several projects primarily aimed at studying the impacts of illegal cannabis cultivation on water, soil, vegetation, and wildlife in and around cannabis grows on public land and adjacent private lands. The primary focus of this role will be to directly supervise Technicians and work closely with Law Enforcement personnel, other IERC staff, and agency cooperators, to coordinate research and remediation operations in support of IERC's Cannabis and Environmental Science Program. Furthermore, the Project Coordinator will be actively involved in field efforts to remediate trespass cannabis cultivation sites, including removing hazardous waste, trash, and grow site infrastructure.

The Project Coordinator will organize and participate in projects to evaluate the environmental damage caused by public land grow sites and contribute to their restoration. Additionally, the Coordinator will contribute to a variety of novel studies on biotic and abiotic factors such as soil, vegetation and water to better understand the impacts of cannabis cultivation. This position provides hands-on experience in both field and office, including data management, analysis, and reporting.

**Organization:** [IERC](#) is a 501(c)(3) non-profit scientific organization dedicated to enhancing scientific knowledge, advancing the management and conservation of wildlife species and their communities, and improving overall ecosystem health and conservation through empirical research. IERC collaborates with a range of local, state, federal, and tribal partners to provide current and scientifically accurate information for natural resource managers, educators, researchers, and politicians to implement effective conservation measures world-wide. Click [here](#) to see a selection of IERC's research publications.

**Location:** Blue Lake, CA

**Work Schedule:** 35 – 40+ hours per week, possible 4/10 schedule; work in excess of 40 hrs. per week may be required to complete project deadlines, occasionally including weekend shifts.

**Start Date:** January 15 - 31, 2024 (negotiable)

**Duration:** One year from hire date (potential contract extension depending on funding and performance)

**Salary:** \$21.00/ hour to \$23.00/ hour, dependent on qualifications

**Benefits:** Group health insurance program after 90 days of employment

**Deadline to Apply:** December 20, 2023: 2359hrs PDT



**Tasks include:**

**Field duties (40 - 50% time)**

- Conduct environmental assessments of illegal trespass land cannabis grow sites throughout the western US, including documenting environmental damage, hazardous materials, water diversions, and refuse.
- Sample water, soil, and vegetation in and around cannabis cultivation sites to document any environmental contamination.
- Assist with reclamation efforts of public land cannabis cultivation sites, including removing infrastructure and water diversions, refuse, and hazardous materials.

**Office duties (50 - 60% time)**

- Supervise Technicians
- Organize, plan, and facilitate field activities to achieve project goals and ensure the efficient utilization of staff and resources.
- Assist with reporting, data entry, management, and analysis using multiple software packages (e.g. Survey123, Access/Excel/ArcPro, R).
- Assist with writing and literature searches for reports, publications, and grant proposals.
- Work closely with Federal and State agency cooperators to meet shared objectives and assist in planning agency projects and operations.
- Communicate effectively with IERC staff & work cooperatively with external collaborators in other disciplines.

**Required Qualifications:**

- Bachelor's degree in Biology, Wildlife, Natural Resources, Environmental Science, or similar discipline.
- Two field seasons experience and at least one season in a supervisory, lead, or coordinator role.
- Advanced proficiency in mapping technologies (ArcGIS Pro, ArcGIS Online, and Google Earth).
- Proficiency with MS Office Suite (Excel, Word, Access, PowerPoint), Office365.
- Clean driving record and ability to pass a background security clearance and drug test.
- Ability to proficiently drive vehicles in 4-wheel drive conditions.
- Ability to perform strenuous physical activity, hike long distances carrying 40 lbs., and work extended hours in remote conditions.
- Ability to travel throughout California, Nevada and Oregon and camp or stay at project locations for up to eight nights at a time.
- Willingness and ability to work effectively with law enforcement and other outside partners.
- Willingness to obtain and utilize HAZWOPER 40-hour certification.
- Willingness to work under and travel within or under helicopters.

**To apply**, please submit **1)** current resume or CV, **2)** a cover letter, not to exceed 1-page synthesizing your experience and qualifications that have prepared you for this position, and **3)** names and contact information for two recent references who can confirm your experience, skills, and abilities. Current DMV driving records must be furnished at the time of interview.

**Submit application materials to [ierc@iercecolology.org](mailto:ierc@iercecolology.org) no later December 20, 2023 @2359hrs PDT. For additional information, e-mail or call (707) 668-4030.**