

**Open Position: Restoration and GIS Specialist**

**Title:** Restoration and GIS Specialist

**Reports to:** Restoration Program Manager

**Status:** Exempt; Full-Time Regular

**Organization:**

Friends of the Verde River is a 501(c)3 non-profit organization that works collaboratively for a healthy, flowing Verde River system. Friends envision a healthy, flowing Verde River and tributaries that support our unique environment, vibrant economy, and quality of life for future generations. Friends of the Verde River is a hybrid work organization.

**Position Summary:**

Friends of the Verde River is seeking a highly motivated individual to serve as the Restoration and GIS Specialist. This person will be responsible for leading field crews to implement restoration work along the Verde River, as well as managing all spatial data for the organization. In the spring (April - June), this person will primarily work in the field, coordinating and supervising field crews conducting invasive plant monitoring and removal along the Verde River and its tributaries. During the remainder of the year, this employee will be based in the office in Cottonwood, AZ (hybrid, see below), serving as support for field crews, and fulfilling organizations data and visualization needs.

**Primary Responsibilities:**

1. Manage spatial data, produce maps, provide technical support, and maintain ArcGIS Field Maps app for crew use in the field.
2. Create project maps for grant proposals and reporting.
3. Create Field Maps apps for data collection during the treatment and monitoring seasons.

4. Create easily understandable and interactive story maps using ArcGIS Online.
5. Coordinate, supervise, and complete quality control for field crew work, including invasive plant monitoring and removal.
6. Provide field support for crews including chipper maintenance, sprayer maintenance and troubleshooting, herbicide delivery and other duties.
7. Collect riparian vegetation data along streams (riparian forest corridors) in the Verde River watershed according to established monitoring protocols.
8. Assist with organizational outreach events like bioblitz, birding and nature festival, State of the Verde watershed and more as needed.
9. Assist with partner and landowner coordination, compiling/presenting work reports, assisting with project planning, involvement in regular recurring meetings with land management partners.
10. Keep records of crew accomplishments for use in reporting.
11. Provide other spatial data and map creation for the organization, as needed.

#### **Minimum Qualifications:**

- Undergraduate degree in related field and/or GIS Certification preferred; Associate degree (e.g., AA or AS) is accepted with sufficient related coursework in botany, ecology, wetland science, natural resource management, GIS or other related fields
- Coursework in botany, ecology, wetland science, natural resource management, geotech, GIS, or a related field
- One year of experience with ArcGIS software and proficiency creating useful, informative maps
- Able to identify plants in the field and collect vegetation data following established field protocols
- Strong communication and interpersonal skills (both verbal and written)
- Ability to work independently and communicate effectively in a remote/hybrid work environment.
- Skilled with Microsoft Office (Word, Excel, PowerPoint)
- Local and regional travel required; reliable transportation, valid driver's license and auto insurance required
- Must be available to work a flexible schedule including occasional nights and weekends, with some overnight camping
- Willing to work a 10 hour/day for 8 day stretches seasonally including occasional weekends seasonally when out in the field with the monitoring crew

- Ability to demonstrate the right to work in the U.S., subject to E-Verify Employment Verification

### **Preferred Qualifications:**

- Knowledge of invasive and native plants of Arizona and the Verde River watershed
- Conservation corps or other field crew coordination and leadership experience
- Experience with invasive plant removal procedures including chainsaw use and herbicide application. Ability to obtain pesticide applicator license within twelve months of hire.
- Experience working in a hybrid work environment in an independent or crew management setting.
- Wilderness First Aid and/or Wilderness First Responder Certification

### **Physical Requirements:**

- To successfully perform essential functions, the individual is required to sit, stand, walk, speak, hear, etc. May be required to stoop, kneel, crouch or crawl for significant periods of time and be able to safely lift 50 pounds on a routine basis.
- Work to be performed in arduous conditions in all types of weather, dust, and extreme summer and winter temperatures.
- Ability to hike in rough terrain, off trail.
- Must be able to drive a 4x4 vehicle loaded with equipment or materials on remote, primitive, unmaintained dirt roads, while continually assessing staff and equipment safety during work shifts.
- Must be able to operate office equipment, telephone, computer, reach with hands and arms, and use hand tools such as picks, shovels, and other tools.
- Reasonable accommodation may be made for qualified individuals with disabilities to perform the essential functions.

### **Desired Characteristics:**

- Commitment to Friends' mission and vision.
- Motivated and driven to success.

- Demonstrated ability to build positive working-relationships with team members and diverse constituents.
- Demonstrated ability to maintain calm in a fast-paced, team environment.
- Ability to stay on task and meet deadlines and goals for multiple activities.
- Strong attention to detail

We know that some candidates are less likely to apply for a job if they don't meet every qualification listed. If you're excited about this role but your experience doesn't align perfectly with every requirement, we still encourage you to apply. We value diverse perspectives and are excited to consider what you can bring to this position.

This office is located at 115 S. Main Street, Suite B. Cottonwood, Arizona. Friends is operating as a hybrid work place, with employees required to report to the office at least once per week. Preference will be given to employees within the local commuting area living within the Verde Watershed (Verde Valley, Prescott, Flagstaff). Compensation includes a competitive salary commensurate with experience, starting at \$22 per hour, plus an excellent package of benefits. Higher pay is negotiable based on experience.

Applications will be accepted until the position is filled. We will review applications as they are received. The target start for this position is the end of July 2025.

Please send application materials in one pdf file (cover letter, *resume*, **and a minimum of two professional references**) to [jobs@verdriver.org](mailto:jobs@verdriver.org).