



UPPER PENINSULA

RESOURCE CONSERVATION AND DEVELOPMENT COUNCIL

PROJECT OFFICE
128 W. SPRUCE STREET, SUITE 5
SAULT STE MARIE, MICHIGAN 49783
906-225-0215 WWW.UPRCD.ORG

JOB POSITION – Project Technician *16 week term (May 9, 2022 – Aug. 26, 2022)*

The Upper Peninsula Resource Conservation and Development Council (UPRC) is seeking interested applicants to serve as a *Project Technician*. This is a temporary part time position averaging 40 hours per week from May 9, 2022 – August 26, 2022. Employee will need a valid Michigan Driver’s License and be able to utilize a personal vehicle for travel throughout Luce and Western Chippewa Counties.

Duties of the Project Technician

- Carry out road stream crossing inventories at designated 82+ sites throughout the Tahquamenon River watershed (Chippewa/Luce Counties), following the Great Lakes RSX Inventory Protocol.
- Collect all appropriate data in field, ensure it gets entered to the Great Lakes HUB.
- Work to obtain any necessary permits from local road commissions/MDOT.
- Work with DNR Fisheries/Forest Resources Division, LSSU CFRE, BMIC, Chip/Luce Road Commissions and HNF on RSX inventory, procedures, and project results.
- Work with UPRCD ED on all applicable reports.
- Assist with general administrative tasks including, but not limited to, writing press releases, creating electronic newsletters, taking minutes at meetings, tracking project volunteer hours, developing spreadsheets with landowner contact information, social media/website design/activities.
- Other duties as assigned by UPRCD ED to assure completion of project deliverables and objectives.

Required Qualifications:

- Valid Michigan Driver’s license
- Organization skills
- Punctual
- Ability to work with partners & general public
- Reliable personal transportation
- Ability to pass a federal background check

Preferred Qualifications:

- Conservation interest/education
- Navigation experience utilizing GPS or maps
- Microsoft Excel experience
- Survey123 data collection experience
- Field experience in invasive species I.D
- Education or experience with water quality, point source pollution, run-off, or erosion

Location:

Sault Ste. Marie, Michigan (Office Location: 128 W. Spruce Street, Suite 5) Field work will be within Chippewa, and Luce Counties. *Working remotely is available due to the COVID-19 pandemic, but office space is provided.*

Compensation:

\$19.00/hr + 15% benefits stipend; mileage reimbursement paid at the current State rate.

How to Apply:

Interested applicants should send a cover letter, resume (including academic and field work background), and a list of three professional references (include both phone number and e-mail) no later than **4:00 PM EST March 16th, 2022** to nick.cassel@uprcd.org with “Project Technician” in the subject line.