



Assistant Natural Resource Manager

Department: Natural Resource

Supervisor: Natural Resource Manager

Schedule: Full-Time; Tuesday through Saturday (Occasional Sunday and Monday hours required based on special events)

Salary Range: \$34,500 - \$37,500 annually

Summary

The Assistant Natural Resource Manager will report directly to the Natural Resource Manager, assisting in the management of all natural areas within the 318-acre nature center. The purpose of this position is to ensure that visitors have a high-quality outdoor experience, which reflects the mission and strategic priorities of Ijams by developing and maintaining natural areas that focus on native plants and habitats that support an environmental education mission and sustainability philosophy. This work will be completed alongside the Natural Resource manager, Conservation Director, Ijams staff members, and a wide range of volunteers in order to meet annual and strategic goals.

Duties and Responsibilities

- Operate machinery and equipment in a manner that meets high standards for Health and Safety.
- Assist with resource management planning and wildlife habitat improvement.
- Repair and maintenance of tools and equipment including utility vehicles, small equipment, small engines, and hand tools.
- Control of exotic plant species using manual, mechanical, and limited chemical methods.
- Other duties, reasonably related to the position, assigned at the discretion of the Natural Resource Manager and/or Conservation Director.

Desired Skills and Abilities

- A personal and professional commitment to conservation and environmental education.
- Ability to work with individual volunteers and groups to complete park management goals.
- Basic carpentry, plumbing and electrical skills to make repairs or construct items.
- Strong interpersonal skills with high professional standards (attention to detail).
- Excellent organizational, written and verbal communication skills.
- Ability to work as a leader and as part of a team.
- Dynamic, creative self-starter who can produce results while working under pressure.

Qualifications and Requirements

- Bachelor's Degree in forestry, wildland recreation, or related field preferred OR 1+ year of demonstrated experience in relevant field.
- Must be able to successfully pass a background screening
- Must possess a valid driver's license.

Physical Requirements

- Must be able to lift and carry or otherwise move up to 50 pounds.
- Must be able to traverse safely over uneven or irregular terrain.
- Must be able to work safely and effectively in outdoor environments in all weather conditions.
- Must be able to outfit yourself in proper clothing/gear to work in outdoor environments in the event of rain, snow, wind, high pollen count, heat, etc.
- Must be able to see and respond appropriately to potentially dangerous situations.

Compensation/Benefits

Salary is commensurate with qualifications and experience. The salary range for this position is \$34,500 - \$37,500. The position offers health insurance including medical, dental and vision; paid vacation and sick leave; paid holidays; and a 403(b) retirement fund match. Additional benefits include a staff discount at the gift shop, free paddleboard and kayak rentals at Meads Quarry for employee only, and one free Navitat experience (scheduled based on availability).

About Ijams Nature Center

Ijams Nature Center is a nonprofit nature center located on the banks of the Tennessee River near Knoxville's urban center. Its mission is to encourage stewardship of the natural world by providing an urban greenspace for people to learn about and enjoy the outdoors through engaging experiences. Ijams Nature Center manages 318 acres of land with more than 14 miles of trails, a large Visitor Center, Mead's Quarry lake, mountain biking trails, river access, gardens, and much more. People of all ages attend educational programs, including school field trips, family programs, summer camps, and adult workshops. Ijams Nature Center partners with Knox County and the City of Knoxville as well as with multiple agencies to provide outstanding educational offerings. Visit the Ijams website at ijams.org for current program information.

Equal Opportunity Employment

Ijams Nature Center is an equal opportunity employer and does not discriminate against employees or job applicants on the basis of race, religion, ethnicity, sexual orientation, gender identity, age, national origin, mental or physical disability, veteran status, or any other status or condition protected by applicable state or federal laws. These anti-discrimination policies also apply to volunteers and program recipients. Ijams Nature Center provides reasonable accommodations to all applicants and employees. Applicants with disabilities may request reasonable accommodation at any point in the employment process.

To Apply

Send resume, cover letter, and three references (*will not be contacted without notice*) to Ben Nanny, Conservation Director, at bnanny@ijams.org. The **deadline** to apply is **March 25, 2024**.