

Environmental Resource Supervisor

Reston Association has an Environmental Resource Supervisor position open. This position is responsible for implementing environmental management policy and ecological restoration, boundary/property inspections, violations and maintenance. This position also provides information to members regarding Reston's natural areas, rules and regulations, and native plant information.

Purpose: Responsible for implementing environmental management policy and ecological restoration and environmental maintenance; provides information to members regarding Reston's environmental program policy and guidelines. Work is performed under the direct supervision of the Senior Environmental Resource Manager.

Essential Duties and Responsibilities:

1. Assists in the development, implementation, and maintenance of long-range natural resource management plans for Reston's natural parkland, involving habitat management and restoration, wildlife management, environmental and landscape maintenance, environmental education and outreach, wildlife counts, boundary/property inspection, and garden plots and native plant sales; participates in volunteer projects, and community meetings.
2. Analyzes data from wildlife survey results, Geographic Information Systems (GIS), aerial photographs, and other maps. Propose and coordinate the implementation of on-line and digital collection of data for remote strip inspections, including analysis and reporting of RA open space status.
3. Organizes scout projects, volunteer activities such as Habitat Heroes, Wildlife Counts, native plant sales, and oversees garden plot maintenance. Writes proposals for corporate project volunteer days and for Design Review Board applications.
4. Performs boundary/property inspections and surveys property to determine boundaries; assists in tree removal as needed.
5. Responds to inquiries related to wildlife, garden plot issues, open space violations, and participates in wildlife rescue efforts; writes articles on various topics related to natural area management. This includes enforcing open space rules and resolutions.
6. Designated Emergency Service Personnel.
7. Participates in snow removal operations.
8. Ability to maintain regular and reliable attendance, and abide by established policies and procedures.
9. Performs other duties and responsibilities as assigned.

Supervisory Responsibilities

Directly supervises two regular, year-round employees in the Environmental Resource Division; also assigns work and supervises seasonal employees. Carries out supervisory responsibilities in accordance with the Association's policies and applicable laws. Responsibilities include interviewing, participating in the hiring process, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems. Coordinates volunteer hours for court appointed volunteers and Scouts.

Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and Experience - Bachelor's degree in Wildlife Biology, Environmental Science, or related field from a four-year college or university, plus three to five years of experience in natural resources or environmental science field.

Computer Skills - To perform this job successfully, an individual should have skill in the use of Microsoft Office applications.

Other Skills and Abilities - Requires knowledge of ecological principles and natural resource management and restoration; techniques of tree, shrub, and perennial planting; knowledge of invasive plant management; skill in communicating verbally and in writing; skill in establishing and maintaining effective working relationships and interacting courteously with members and others outside the Association; and skill in performing manual labor related to natural resources. Knowledge of GIS, GPS, and local flora and fauna desirable.

Other Qualifications - Requires valid driver's license and good driving record, and ability to work evenings and weekends as required.

Decision-Making & Independence Exercised: Describes the level of authority and/or responsibility to make decisions, develop and revise policies & procedures, make official commitments on behalf of the Association, etc.

Employee may be required to interpret, or implement management policies or operating practices; provide consultation or expert advice to management or the public or represent RA before public audiences as a spokesperson or subject-matter expert; investigate and resolve matters of significance on behalf of management; and represent the Association in handling complaints, arbitrating disputes or resolving grievances.

Contacts – Contact with contractors, members, and other staff throughout the Association is required. **Work Environment:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This job is performed in an office setting as well as outdoors, where there may be exposure to extreme temperatures, high noise levels, fumes, dirt, and pesticides.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to walk, stand for prolonged periods, type, talk, and hear, and may frequently be required to lift and/or move up to 80 pounds. Frequent operation of a motor vehicle is also required. Specific vision abilities required by this job include close vision, distance vision, color vision and depth perception.

For a more detailed job description and to apply, go to: www.Reston.org
Click on -About Reston Association, Jobs at RA, New Applicants, "Environmental Resource Supervisor."