AIS Tech – Temp/Seasonal – Polk County, MN

Polk County Environmental Services has an opening for up to three (3) temporary AIS Tech positions, working at public water access sites doing monitoring and education on AIS as well as assisting the department with multiple projects. Eligible candidates will either be enrolled or seeking enrollment in a related post-secondary degree program or have a Bachelor’s Degree in natural resources, biology, environmental science or a related field. Polk County will work with the candidate and college to accommodate internship credits if needed for a post-secondary degree program. A valid driver’s license is required. Wage for this position is $13.54/hour. Interested individuals may contact the Polk County Administrator’s Office at 218-281-5408 or go online to http://www.co.polk.mn.us to view this job description and application. Applications for this position will be received until March 15, 2017.

BAND | GRADE | SUBGRADE | WORKING CONDITIONS
--- | --- | --- | ---
 | | | Temporary FT (40 hrs/wk) includes weekends

DEPARTMENT: Environmental Services
ACCOUNTABLE TO: Assistant Environmental Services Administrator
FLSA STATUS:

JOB SUMMARY:

Serves to inform and educate the public of threats of ecologically harmful aquatic invasive species to Minnesota’s waters by working with the AIS taskforce. Inspects watercraft at public water access sites for invasive species and educates the public by providing information to watercraft users. Conduct monitoring activities at various water access sites across the County.

Under supervision, provides information and assistance with, solid waste, household hazardous waste, planning and zoning projects and noxious weed inspection and survey within Polk County.

<table>
<thead>
<tr>
<th>DUTY NO.</th>
<th>ESSENTIAL DUTIES</th>
<th>FREQUENCY</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Inspection of watercraft for AIS; educates public water users about harmful AIS and the prevention of AIS transport, mainly on weekends. Data collection on boater knowledge, regulation compliance, and watercraft use patterns.</td>
<td>Weekly 65%</td>
</tr>
<tr>
<td>2.</td>
<td>Conduct zebra mussel monitoring and lake sampling activities at water access sites around Polk County and maintain monitoring equipment.</td>
<td>Weekly 5%</td>
</tr>
<tr>
<td>3.</td>
<td>Assists with the coordination of AIS educational programs and outreach efforts for AIS Taskforce. Coordinates projects and special events, such as AIS educational programs, with state and local agencies.</td>
<td>Weekly 10%</td>
</tr>
</tbody>
</table>
POLK COUNTY, MN
POSITION DESCRIPTION

JOB TITLE: Aquatic Invasive Species (AIS) Tech - Temporary

4. Assist Environmental Services Department with various projects not limited to: solid waste management/education, special planning and zoning mapping/data entry projects, compliance issues and complaints
   Weekly 10%

5. Assists Public Works Department with noxious weed inspection and survey activities.
   Weekly 10%

6. Other duties of a similar nature or level.
   As Required

MINIMUM QUALIFICATIONS:
High school diploma or GED; enrolled/intent to enroll in a natural resource, biology, environmental science or related post secondary program.

Internship: Polk County will work with the candidate and college to accommodate internship credits if needed for post-secondary degree program.

--or--

Must have a Bachelor’s degree in natural resources, biology, environmental science or a related field.
Must have experience and ability sufficient to successfully perform the essential duties of the job such as those listed above.

Will be required to work weekends and holidays conducting watercraft inspections. Must be available for training. Up to 40 hours per week but days of work and hours may vary.

Valid driver’s license required.

KNOWLEDGE REQUIRED:
Must be able to read, write and communicate in English

Knowledge of natural resource management, biology or other related field of study.

Ability to work independently with minimal supervision.

Must be able to effectively communicate with the public, law enforcement, and other local and state government agencies.
## POLK COUNTY, MN
### POSITION DESCRIPTION

**JOB TITLE:** Aquatic Invasive Species (AIS) Tech- Temporary

### SKILLS REQUIRED:

- Skill in preparing and presenting information to exchange or convey information to local and state agencies and the general public.
- Skill in using specific technology and equipment including: computers, GPS, and ArcGIS software.
- Skill in managing and completing multiple and varied tasks and responsibilities.
- Skill in reading and interpreting material.
- Skill in communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

### PHYSICAL ACTIVITIES/REQUIREMENTS:

- Balancing, stooping, kneeling, crouching, reaching, pulling, lifting, grasping, talking, hearing, seeing, repetitive motions.
- Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.