

Summer Jobs

With the Forest Preserve District of Kane County
Apply at: www.kaneforest.com or call 630-208-8662





JOB OPENING

NATURALIST INTERN

The mission of the Forest Preserve District of Kane County is to acquire, hold and maintain lands within Kane County that contribute to the preservation of natural and historic resources, habitats, flora, and fauna; and to restore, restock, protect and preserve such lands for the education, recreation, and pleasure of all its citizens. Our goal is to preserve and restore the nature of Kane County.

The Environmental Education Department has one (1) full-time Naturalist intern position available for the 2020 summer season.

DATE POSTED: FEBRUARY 1, 2020

LOCATION: CREEK BEND NATURE CENTER, ST. CHARLES, ILLINOIS

HOURS: 8:00 AM – 4:30 PM, MONDAY – FRIDAY, MAY INCLUDE WEEKENDS, EVENINGS & HOLIDAYS

STARTING SALARY RANGE: \$10.25 PER HOUR

APPLICATION DEADLINE: OPEN UNTIL FILLED

All candidates must apply on-line at:

<https://www.applitrack.com/kaneforest/onlineapp/jobpostings/view.asp?internaltransferform.Url>

Must include a resume and two (2) letters of recommendation.

Letters of recommendation may be mailed separately.

ESSENTIAL DUTIES/RESPONSIBILITIES

- Assists in planning and conducting interpretive nature programs at forest preserves throughout the county.
- Supports development and delivery of programming for all ages of the general public, scout groups, community groups, and school groups.
- Helps plan and lead portions of summer day camp.
- Serves as host in the nature center, greeting the public, answering the phone and interpreting the exhibits for visitors.
- Assists the naturalist staff in the daily operation of the Nature Center.
- Provides program support for the naturalist staff.
- Works alongside the naturalist staff at some large events.
- Performs general maintenance in the Nature Center and on Nature Center grounds.

QUALIFICATIONS

- Must have minimum one year of college or upper level high school course work in biology, botany, environmental science or education or related field.
- Should have some experience in working with the public.
- Must enjoy working with a variety of age groups in outdoor settings.
- Must have strong communication skills.
- Must have a working knowledge of ecology.
- Must be enthusiastic, flexible and courteous.
- Must exhibit positive attitude and team spirit.
- Must be 16 years of age or older.
- Must hold a current and valid Illinois driver's license that is free from suspension or revocation during term of employment; must maintain insurability with the District's fleet carrier.
- Employment is subject to successful results of a criminal history background investigation and satisfactory completion of a physical and drug screen.

CONTACT US: Forest Preserve District of Kane County
Betsy Scaletta, Human Resources Generalist
1996 South Kirk Road, Suite 320
Geneva, Illinois 60134
Tel: (630) 208-8662 Email: hrforest@kaneforest.com
Web: <https://kaneforest.com/careers>

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JOB OPENING

INTERN/SEASONAL – NATURAL RESOURCES TECHNICIAN

The mission of the Forest Preserve District of Kane County is to acquire, hold and maintain lands within Kane County that contribute to the preservation of natural and historic resources, habitats, flora, and fauna; and to restore, restock, protect and preserve such lands for the education, recreation, and pleasure of all its citizens. Our goal is to preserve and restore the nature of Kane County.

The Natural Resources Department has four (4) intern/seasonal Natural Resources Technician positions available for the 2020 summer season.

DATE POSTED: FEBRUARY 1, 2020

HOURS: 7:00 AM – 3:30 PM, MONDAY – FRIDAY, MAY INCLUDE SOME SATURDAYS & EVENINGS

STARTING SALARY RANGE: \$11.00 PER HOUR

APPLICATION DEADLINE: OPEN UNTIL FILLED

All candidates must apply on-line at:

<https://www.applitrack.com/kaneforest/onlineapp/jobpostings/view.asp?internaltransferform.Url>

Must include a resume and cover letter.

ESSENTIAL DUTIES/RESPONSIBILITIES

- Assist the field staff with natural areas management tasks including, but not limited to exotic species management, sign posting, and seed harvesting for on-going restoration activities.
- Assist the field staff in restoration assessment and planning.
- Assist District staff with vegetation inventories, plant identification, site mapping, and data collection leading to the preparation of typed summaries, graphed and charts detailing plant community assessments.
- Assist staff with biological research projects such as rare plant monitoring and monitoring reptile populations.
- Assist with District-wide garlic mustard management (weed-whipping & herbicide application).
- Assist with District-wide purple loosestrife management (herbicide application or beetle release).
- Work independently on seed collecting & processing.
- Participate in planting & seeding projects.

QUALIFICATIONS

- Enthusiastic, courteous, positive attitude and team spirit.
- Must be a full-time college student or a recent graduate from an accredited school with one-year minimum course work in biology, botany, environmental science or education or related field.
- Computer skills - experience with common computer software including Microsoft Office Suite.
- Strong written and oral communication skills.
- Ability to work outdoors under adverse weather conditions (including exposure to allergens, heat, humidity, biting insects, and poisonous plants).
- Possess a working knowledge of the flora of northeastern Illinois and familiarity with the characteristics of regional woodland, prairie and wetland communities. Understanding of a broad range of ecological concepts and a willingness to learn in a variety of settings.
- Experience with or a willingness to learn safe operation of gas powered weed whips.
- Possess or be willing to acquire Illinois Pesticide Applicator license.
- Must be 18 years of age or older.
- Current and valid Illinois driver's license that is free from suspension or revocation during term of employment; must maintain insurability with the District's fleet carrier.
- Employment is subject to successful results of a criminal history background investigation and satisfactory completion of a physical and drug screen.

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JOB OPENING

SEASONAL – WILDLIFE TECHNICIAN

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The Natural Resources Department has one (1) seasonal Wildlife Technician positions available for the 2020 summer season to assist our Wildlife Biologist with a variety of field-based projects.

DATE POSTED: FEBRUARY 1, 2020

HOURS: 7:00 AM – 3:30 PM, MONDAY – FRIDAY, MAY INCLUDE EARLY MORNINGS, EVENINGS & WEEKENDS

STARTING SALARY RANGE: \$11.00 PER HOUR

APPLICATION DEADLINE: OPEN UNTIL FILLED

All candidates must apply on-line at:

<https://www.applitrack.com/kaneforest/onlineapp/jobpostings/view.asp?internaltransferform.Url>

Must include a resume and two (2) references.

ESSENTIAL DUTIES/RESPONSIBILITIES

- Assist with turtle surveys from May-August. Trapping, handling, identifying and collecting data on reptiles.
- Tracking turtles using radio-telemetry equipment.
- Maintenance and repair of hoop traps.
- Participate in salamander and snake surveys – will require evening work.
- May assist with bird monitoring projects - will require early morning work.
- May assist with small mammal sampling (includes live trapping, identification and data collection).
- Assist with spring frog monitoring –will require evening work.
- Respond to nuisance wildlife complaints with fulltime staff.
- Occasionally assist with other biological research projects such as mussel surveys.
- Participate in planting & seeding projects.
- Perform natural areas management tasks including, but not limited to exotic species management, herbicide application, seed harvesting and plug planting for on-going habitat restoration projects.

QUALIFICATIONS

- B.S. in biology, natural resources, zoology, and/or environmental science OR degree in progress with relevant coursework.
- Possess a working knowledge of the fauna of northeastern Illinois—amphibians birds and reptiles. Familiarity with the characteristics of regional woodland, prairie and wetland communities a plus.
- Ability to work outdoors under adverse weather conditions.
- Enthusiastic, punctual, courteous, positive attitude and team spirit.
- Strong written and oral communication skills.
- Computer skills - experience with common computer software.
- Experience with safe operation of UTV and driving with a trailer preferred.
- Must have or be willing to acquire an Illinois Pesticide Operator license.
- Must be 18 years of age or older.
- Current and valid Illinois driver's license that is free from suspension or revocation during term of employment; must maintain insurability with the District's fleet carrier.
- Employment is subject to successful results of a criminal history background investigation and satisfactory completion of a physical and drug screen.

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JOB OPENING

RANGER TECHNICIAN – INTERN/SEASONAL

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The Planning and Operations Department has sixteen (16) Ranger Technician intern/seasonal positions available for the 2020 summer season.

DATE POSTED: FEBRUARY 1, 2020

LOCATION: GRUNWALD FARMS FOREST PRESERVE,
SOUTH OPERATIONS, ELBURN, ILLINOIS

MUIRHEAD SPRINGS FOREST PRESERVE,
NORTH OPERATIONS, HAMPSHIRE, ILLINOIS

HOURS: LIMITED TO A 40-HOUR WORKWEEK (MAY INCLUDE SHIFT WORK, WEEKENDS AND HOLIDAYS)

STARTING SALARY RANGE: \$11.00 PER HOUR

APPLICATION DEADLINE: OPEN UNTIL FILLED

All candidates must apply on-line at:

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ESSENTIAL DUTIES/RESPONSIBILITIES

- Mows and maintains picnic areas, trails, parking lots, and roadways.
- Performs custodial work as required and assigned, including: cleaning & sanitizing rest rooms and replenishing supplies; cleaning spills; ground litter pick up and dumping garbage.
- Assists with semi-skilled maintenance and repairs of buildings and structures.
- Drives trucks and trailers to deliver equipment and materials to job sites.
- Operates various hand and power landscape and construction equipment.
- Insures proper maintenance of equipment and tools; performs routine inspection and preventative maintenance on assigned equipment.
- Assist with reservation room setup and take down for rental facilities.
- Maintains necessary records of work completed; maintains equipment log.
- Assists the public as needed.
- General labor.
- Performs other duties as required or assigned.

QUALIFICATIONS:

- Ability to work outdoors under adverse weather conditions.
- Enthusiastic, courteous, positive attitude and team spirit.
- Must be 18 years of age or older.
- Current and valid Illinois driver's license that is free from suspension or revocation during term of employment; must maintain insurability with the District's fleet carrier.
- Employment is subject to successful results of a criminal history background investigation and satisfactory completion of a physical and drug screen.

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JOB OPENING

HORTICULTURIST/GARDEN SEASONAL

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The Planning and Operations Department has one (1) full time Horticulturist/Garden seasonal positions available for the 2020 spring/summer season.

DATE POSTED: FEBRUARY 1, 2020

HOURS: 7:00 AM – 3:30 PM, MONDAY – FRIDAY
WILL INCLUDE SOME SATURDAYS 9:00 A.M. TO 5:30 P.M.

STARTING SALARY RANGE: \$11.00 PER HOUR

APPLICATION DEADLINE: OPEN UNTIL FILLED

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ESSENTIAL DUTIES/RESPONSIBILITIES

- Carry out the proper pruning and horticultural practices of the existing plant materials in compliance with generally accepted plant maintenance for this region.
- Assist with the planting of new and annual plant materials.
- Maintain the gardens and grounds of Fabyan Forest Preserve including mowing, weeding, mulching, etc.

QUALIFICATIONS:

- Ability to work outdoors under adverse weather conditions.
- Enthusiastic, courteous, positive attitude and team spirit.
- Must be 18 years of age or older.
- Current and valid Illinois driver's license that is free from suspension or revocation during term of employment; must maintain insurability with the District's fleet carrier.
- Employment is subject to successful results of a criminal history background investigation and satisfactory completion of a physical and drug screen.

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JOB OPENING

MECHANIC SPECIALIST

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The Planning & Operations Department has one (1) Mechanic Specialist seasonal position available for the 2020 summer season.

DATE POSTED: FEBRUARY 1, 2020

HOURS: 6:30 AM – 3:00 PM, MONDAY – FRIDAY, MAY INCLUDE WEEKENDS, EVENINGS & HOLIDAYS

STARTING SALARY RANGE: \$12.00 PER HOUR

APPLICATION DEADLINE: OPEN UNTIL FILLED

All candidates must apply on-line at:

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ESSENTIAL DUTIES/RESPONSIBILITIES

- Assists mechanic in a variety of daily tasks.
- Performs inspections of vehicle fluids, belts and filters. Check air levels and gauges.
- Assists with basic maintenance of vehicles and equipment.
- May assist master tradesmen and sign specialist with a variety of daily tasks.
- Drives trucks and trailers to bring materials and equipment to job sites.
- Operates light and medium-sized construction and power equipment.
- Maintains necessary records of work completed; maintains equipment log.
- Assists the public as needed.
- Performs other duties as required or assigned.

QUALIFICATIONS:

- Experience: Basic experience in maintenance of vehicles.
- Ability to work outdoors under adverse weather conditions.
- Enthusiastic, courteous, positive attitude and team spirit.
- Must be 18 years of age or older.
- Current and valid Illinois driver's license that is free from suspension or revocation during term of employment; must maintain insurability with the District's fleet carrier.
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