



Aquatic Invasive Species (AIS) Director Job Description

Lake Stewards of Maine Overview

Lake Stewards of Maine (LSM) is a 501(c)(3) non-profit organization committed to the collection of information pertaining to lake water quality. For over 50 years, trained volunteers throughout Maine have donated their time so that we may all learn more about one of Maine's most beautiful and important resources - our lakes.

LSM trains, certifies, and provides technical support to hundreds of volunteers every year. These volunteers monitor a wide range of indicators for water quality, assess watershed health and function, and screen lakes for invasive aquatic plants and animals. LSM, through our robust community science network, is the primary source of lake data in the State of Maine. LSM volunteers benefit their local lakes and broader communities by playing key stewardship and leadership roles.

LSM has more than 1,200 active volunteers monitoring more than 525 lakes statewide. We have been nationally recognized for efficiency and effectiveness in training and supporting citizen lake monitors. LSM partners closely with Maine institutions and provides data gathered directly to these partners and to the general public through the Lakes of Maine website www.lakesofmaine.org. To learn more about our organization, visit our Lake Stewards of Maine website www.lakestewardsofmaine.org.

Aquatic Invasive Species Program Overview

LSM's Aquatic Invasive Species (AIS) program has had an integral role over the last 20 years in helping to build the statewide program to prevent, detect and control aquatic invasive species through widespread citizen participation. The AIS program is dedicated to educating, training, empowering, and supporting volunteers in protecting Maine lakes from aquatic invasive organisms. Since the first Invasive Plant Patrol workshop in 2002, LSM has trained and continues to train thousands of individuals to screen Maine waters for aquatic invaders, provides

technical and plant identification support, and collaborates with other organizations to address the threat of aquatic invasive species in Maine.

Aquatic Invasive Species (AIS) Program Director Job Requirements and Preferred Knowledge, Skills, and Abilities:

Requirements

- A passion for science education and volunteerism
- A Bachelor's in a field related to botany, ecology, limnology, biology, environmental sciences, wetland sciences, etc.
- Background in Taxonomy, preferably aquatic plants
- Microsoft Office proficiency
- Google Suite proficiency
- Effective public speaker, including experience in presenting scientific content to the lay public
- Excellent written and verbal communication
- Valid driver's license
- Demonstrated ability to manage multiple projects concurrently
- Willingness to be trained in Boater Safety, Wilderness First Aid
- Ability to operate watercraft, including canoes, kayaks, and trailered motorized boats, or willingness to acquire these skills.

Preferred Knowledge, Skills, and Abilities:

- Extensive knowledge (in breadth and depth of work) of Maine's aquatic invasive plants
- Extensive knowledge (in breadth and depth of work) of Maine's aquatic native plants
- Experience with state government RFPs and grant administration
- Program management, including budgetary and accounting experience
- Experience coordinating large groups of volunteers
- Experience writing successful grant proposals
- Experience with field surveys and geospatial data collection and management
- Strong interpersonal skills and leadership qualities, including experience communicating orally and in writing to both technical and non-technical audiences
- Ability to chair and facilitate committee meetings and work groups
- Open-mindedness and a willingness to learn and be mentored
- Information and database management and coordination

Aquatic Invasive Species (AIS) Director Job Description:

The AIS Program Director is responsible for:

- The recruiting, education and training, certification, and retention of Invasive Plant Patrollers, including a specialized IPP “Jumpstart” team.
- The management, development, and administration of the AIS program
- AIS data collection, Quality Assurance, and the development and integrity of Standard Operating Procedures (SOPs)

The AIS Director will also be expected to be the primary species identification specialist for the program, focusing mainly on aquatic and wetland plants but also some other aquatic organisms. They will be the point person for coordinating, with the Maine DEP, LSM volunteers, and local lake and watershed organizations in responding to new aquatic plant infestations.

The AIS Director is in charge of the maintenance of the LSM Field Guide to Aquatic Phenomena, the Pixie Williams Herbarium, AIS program budgeting, public information and outreach, and coordination and supervision of AIS staff and interns. The AIS Director will be LSM’s chief spokesperson on Aquatic Invasive Species and public voice in multiple settings. The work requires regular communication and coordination with lake associations and individuals throughout Maine. Statewide travel is expected. Travel and some non-standard hours are a required part of the position.

Salary & Benefits

Salary

Salary range: \$55,000 to \$65,000.

Benefits

Paid vacation, sick pay, and holidays
Employer paid (100%) health insurance for the employee
Retirement benefits
Income Protection Plan (short-term disability)
Partial in-state remote; semi-flexible schedule

Submission Requirements

Interested candidates should submit a cover letter, resume, and unofficial transcript, and have 3 references available upon request. Submissions should be sent to christine@lakestewardsme.org by March 29th, 2023 and files should include the applicant’s last name and first initial. Resume review will begin on March 30th. For any questions, please reach out to christine@lakestewardsme.org or call 207-783-7733.
