



## Job Description

### Field Operations Specialist

**Position Type:** This is an hourly, full-time position that reports to the Stewardship Manager. Working hours are at least forty hours per week, and may include weekend work.

**Supervisor:** Stewardship Manager

**Job Description:** The Field Operations Technician provides support for the management of the Palos Verdes Peninsula Land Conservancy's (PVPLC) managed properties, trails, signage, and related volunteers.

#### Responsibilities

- Implement trail closure and rehabilitation projects with volunteers and/or independent contractors
- Maintain signs, kiosks and other property infrastructure
- Remove trash, graffiti and debris from the property
- Educate, instruct and oversee volunteers
- Maintain accurate records/computer files relating to his/her position
- Work cooperatively with, and maintain good communications with, other staff and Board members
- Conduct other tasks and special duties as assigned

#### Qualifications

- Experience in landscape maintenance, trail maintenance or equivalent education
- Professional attitude and demeanor
- Highly motivated and responsible
- Valid CA driver's license and a good driving record
- Proof of citizenship or green card
- Ability to operate and maintain hand and power tools and equipment
- Good written and verbal communication skills
- Ability to work outside, lift 50 pounds, perform physical labor, and walk up to several miles per day over rough terrain in year round conditions
- Self-motivated person who works well in a team environment
- Knowledge of California native plants is helpful

**Salary and benefits:** Wage commensurate with experience and skills. Employee benefits include medical, dental and 403b retirement account. Paid vacation and holidays.

For more information about the Palos Verdes Land Conservancy, go to [pvplc.org](http://pvplc.org)

Email resume to [info@pvplc.org](mailto:info@pvplc.org)

Position open until filled