



NYC Parks

CITY OF NEW YORK PARKS & RECREATION
SEASONAL JOB VACANCY NOTICE

Office Title: Wildlife Area Coordinator
Civil Service Title: Community Coordinator
Work Location: Rockaway Beach, Queens

Duration: 6 months, beginning March 24, 2019
Salary: \$27.67/hr.

NYC Parks is the steward of over 30,000 acres of land — 14 percent of New York City — including more than 5,000 individual properties ranging from Coney Island Beach and Central Park to community gardens and Greenstreets. We operate more than 800 athletic fields and nearly 1,000 playgrounds, 1,800 basketball courts, 550 tennis courts, 67 public pools, 51 recreational facilities, 15 nature centers, 14 golf courses, and 14 miles of beaches. We care for 1,200 monuments and 23 historic house museums. We look after 600,000 street trees, and two million more in parks. We are New York City's principal providers of recreational and athletic facilities and programs. We are home to free concerts, world-class sports events, and cultural festivals.

POSITION DESCRIPTION

Under the supervision and direction of the NYC Parks' Wildlife Unit, the Wildlife Area Associate will work at the Rockaway Beach Endangered Species Nesting Area (RBESNA) to assist with the deployment of seasonal staff and interns, perform data entry, report writing, and other administrative tasks. Additional responsibilities include monitoring and protecting endangered species and community outreach. The Rockaway Beach Endangered Species Nesting Area is a section of beach approximately 1 mile long (20 city blocks) and about 1 block wide. The site is home to piping plovers, least and common terns, American oystercatchers, black skimmers, as well as other migratory birds that use the site as a safe haven. NYC Parks is mandated by federal (Endangered Species Act) and state law to provide protection for the piping plover, a New York State Endangered and Federally Threatened species. Under supervision, the Wildlife Area Associate will work weekends and some holidays during the season and is responsible for administrative duties, writing reports, data gathering and entering, site construction and maintenance in addition to their monitoring and protecting duties.

QUALIFICATION REQUIREMENTS

1. A baccalaureate degree from an accredited college and two years of experience in community work or community centered activities in an area related to the duties described above; or
2. High school graduation or equivalent and six years of experience in community work or community centered activities in an area related to the duties as described above; or
3. Education and/or experience which is equivalent to "1" or "2" above. However, all candidates must have at least one year of experience as described in "1" above.

PREFERRED SKILLS/QUALIFICATIONS

1. A BA/BS or current student in the field of Biology, Conservation, Environmental Education, or other related field.
2. Prior supervisory experience.
3. Strong writing and communication skills.
4. Experience with MS Office Suite and data collection and processing.
5. Ability to juggle and prioritize multiple tasks and meet deadlines.
6. Wildlife monitoring experience.
7. Ability to work outdoors for long periods of time
8. Ability to plan and lead public educational programs.
9. A valid NYS driver's license

Residency in New York City, Nassau, Orange, Rockland, Suffolk, Putnam or Westchester counties required for employees with over two years of city service. New York City residency required for all other candidates.

Fees: Hired candidates will be subject to a processing fee of \$68.00. Hired candidates who are not currently employed by the City will be subject to an \$88.25 background check fee.

HOW TO APPLY: Email resume and cover letter to: Wildlifeunit@parks.nyc.gov

Or Mail to:

Emily Liebert, Field Crew Leader
NYC Parks Wildlife Unit
1234 Fifth Avenue – 5th floor
New York, NY 10029

Learn more at www.nyc.gov/parks.

nyc.gov/parks