



**Parks, Recreation
and Historic Preservation**

Job Description - Kenneth Deedy Environmental Steward

Job Description:

The *Kenneth Deedy Environmental Steward* assists the Thousand Islands Land Trust (TILT), Save The River (STR) and the Minna Anthony Common Nature Center (MACNC) trustees and staff to better serve their missions. This Steward will spend (3) weeks respectively at each organization immersing themselves in the 1000 Islands region and what it is to be an environmental steward. During summer months, all three organizations experience an influx of business as a direct correlation of the tourist season. TILT expands its property management on Signature Preserves, conservation easements, and recreational facilities and trails. STR works to protect and preserve the ecological integrity of the Upper St. Lawrence River through advocacy, education, and research. The Nature Center is dedicated to conservation and environmental education for all Park visitors.

The Kenneth Deedy Environmental Steward will spend three weeks at each of the three organizations, getting an incredible experience of the environmentally focused nonprofit sector and the 1000 Islands region as a whole. We envision this as an opportunity unlike any other - a true environmental internship in and of the 1000 Islands.

The Kenneth Deedy Environmental Steward is an hourly, seasonal paid position that reports to TILT's Education and Outreach Coordinator. Pay starts at \$14.50/hr. Responsibilities include, but are not limited to the following—

Primary Responsibilities:

1. Work with TILT staff and volunteers on stewardship projects throughout its 10 Signature Preserves, help with trail maintenance projects and provide support at TILTreks.
2. Assist STR with advocacy, education, and on-the-water programming.
3. Provide support for Nature Center Staff with various educational programs at the Minna Anthony Common Nature Center.

Secondary Responsibilities:

1. Work with volunteers on various projects as needed
2. Provide office administration support
3. Collect trash along public roads with in the State Park, TILT properties and the river shoreline.
4. Write news releases and related articles for media and outreach
5. Assist with all aspects of summer fundraising events

Qualifications:

1. Professional attitude and demeanor
2. Highly motivated and responsible
3. Regular and consistent attendance
4. Excellent written and verbal communication skills
5. Attention to detail
6. Ability to work independently and with a team
7. Interest in land conservation and management
8. Proficiency with Microsoft Word and Excel

9. Interest in ecology of the 1000 Islands region and St. Lawrence River
10. Ability to lift up to 40 lbs.
11. Must have a valid driver's license, reliable transportation and a good driving record
12. Possession of NYS boating safety certificate is preferred, but not required.

Working Conditions:

The Kenneth Deedy Environmental Steward will work both indoors in an office setting and outdoors to participate in programming, events, trail maintenance and on-the-water programs. Activities will occur on varied terrain and in variable weather conditions. Knowledge of the St. Lawrence River and boating experience is a plus.

Dates, hours and compensation:

The Kenneth Deedy Environmental Steward will work approximately 35 to 40 hours a week for 9 weeks between June and August. Exact start and end dates are flexible. Some weekend and evening hours are required. Some local travel is required. Pay starts at \$14.50/hr.

To Apply

Applications are due by March 31st, but will be reviewed as received; starting January 15th. Applications should include a one-page cover letter describing your interest and qualifications, a resume, and contact information for two (2) professional references. Please send to Shannon Walter, TILT Education and Outreach Coordinator, at swalter@tilandtrust.org or Thousand Islands Land Trust, P.O. Box 238, Clayton NY 13624.

In order to expedite the internal sorting and reviewing process, please write your name (Last, First) and Environmental Steward as the subject line of your e-mail. No phone calls or faxes, please.