Position Title: Habitat and Facilities Director

Job Summary
The Habitat and Facilities Director reports to the Executive Director, supervises the volunteer coordinator and building and grounds staff, and coordinates and works alongside volunteers and contractors to complete DPNC’s ecological land management goals including in the Giving Garden. This is a hands-on position with a variety of duties to ensure the upkeep of both grounds and facilities by identifying, assessing, prioritizing and executing operational needs and projects in habitat management and facilities at all DPNC properties and by overseeing and/or performing daily and seasonal property maintenance, including cleaning. This is a full-time, 40 hours per week position that requires weekends and evenings as needed.

Principle Responsibilities

Habitats
- Identify habitat concerns and formulate and enact solutions-including: invasive species removal, mowing and burning the meadow, maintaining brush piles, etc.
- Strategize and use habitat management of DPNC owned and managed properties.
- Identify long-term objectives and recommend management procedures for maintenance and restoration of a diverse range of habitats.
- Organize and lead volunteer work parties in trail maintenance, habitat management etc.
- Educate the public about ecological habitat management and farming practices.
- Operate ATV, Tractor, chainsaw, brush hogs, and all other equipment as needed.

Facilities
- Oversee care and maintenance of buildings (main facility, preschool, sheds, flight enclosures), including septic, plumbing, electrical, HVAC.
- Daily upkeep and cleaning of facilities including floors and bathrooms.
- Ensure that facilities meet state and local building, zoning, and safety requirements.
- Ensure vehicles are maintained.

Qualifications
- Experience in natural resources related field (i.e. conservation planning, natural resource management, environmental education, farming, forestry, etc.)
- Familiar with native/invasive plants of the area and invasive plant removal.
- Familiar with regenerative gardening practices.
- Experience with general repairs, carpentry and construction.
- Experience with large and small tool handling for habitat maintenance (chainsaw, weed trimmer, tractor, mowers, etc.)
- Ability to perform field work outdoors in all conditions; requiring walking, climbing, bending, etc., and ability to lift/carry heavy loads.
- Ability to work and direct a variety of people and ages, including volunteers
- Ability to prioritize multiple projects and work independently

Please email a résumé and cover letter to dconway@dpnc.org