

Mammal Program Field Coordinator

Labor Category: Exempt	Department: Science
Classification: Full-time	Reports to: Dave Yates, Mammal Program Director
Revision Date: 12/14/2014	Approved by: David Evers, Executive Director

Summary: Applicants must have experience with mist netting, telemetry, and acoustic monitoring of North American bats. Experience with trapping other small mammals also preferred. The qualified applicant will lead, design, direct, and participate in mammal studies at BRI and participate in the development of future projects within the Mammal Program.

Essential Duties and Responsibilities:

Summer-time field work will include transporting, installing, and removing mist-nets, removing bats from nets, deployment and collection of acoustic monitors, and assistance in radio telemetry surveys. Because the summer netting season is short, we generally work 7 nights/ week (weather permitting). Work hours vary, but are typically between 6pm and 3am, and will be extended as required. Daytime work (e.g., telemetry, finding roost trees; etc.) may also be required. Off-season work will focus on data processing, report and manuscript preparation, and maintenance and upkeep of field equipment.

- Supervise and participate in the live capture of bats (and other mammals) as needed, and monitor and take samples according to the scope of work and approved protocols;
- Oversee field staff if required by the project;
- Oversee the collection, recording and reporting of data to ensure quality and methodology;
- Coordinate, communicate and collaborate with state, federal, industry and private researchers as needed to ensure project goals;
- Analyze data and write or contribute to reports or peer-reviewed manuscripts as needed;
- Design and develop proposals for research project funding for the Mammal Program;
- Uphold the legal requirements of state, federal and other permits;
- All other duties as directed or assigned by the Mammal Program Director.

Supervisory Responsibilities:

The Mammal Program Field Coordinator will be responsible for organizing field staff to ensure the successful completion of projects and will report directly to the Mammal Program director.

Hours/Schedule: This is a full-time, year-round position. Weather and other factors determine field work schedules. It is at the discretion of the employee to work effectively as conditions dictate. In summer (June through August) the Mammal Program Field Coordinator is expected to coordinate and participate in multiple field projects.

Qualifications: A Master's degree from an accredited college or university in one of the biological sciences with one year of professional biological experience is preferred. Proficiency with Microsoft Office programs required. Experience with statistical software (e.g., JMP, R, etc.) and ESRI products preferred but not required. Also the applicant must have the experience and credentials to obtain a Federal Endangered Species bat permit (e.g., to capture and handle Indiana Bats, Gray Bats, etc.).

Physical Demands: Ability to work in adverse field conditions. Lift heavy objects and conduct aerial surveys.

Work Environment: The ability to work independently as well as in large groups is essential as is a strong work ethic and a good sense of humor.

Compensation Package: Commensurate with education and experience. Benefits include health, dental, 401k and Paid Time Off.

Contact Information: Please forward a cover letter and resume to jobs@briloon.org or mail to Biodiversity Resource Institute, Attn: Human Resources (MPFC), 276 Canco Rd., Portland, ME 04103

**Note: In the event of changes to a project scope or schedule beyond our control, seasonal staff may be re-assigned, and are required to be flexible and willing to change assignments as circumstances may dictate. The job description is not designed to cover or contain a comprehensive listing of all activities, duties or responsibilities that are required of the employee and are subject to change.*

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