



# ATLANTA BOTANICAL GARDEN

**TITLE:** Field Biologist

**REPORTS TO:** Conservation Ecology Coordinator

**LOCATION:** Atlanta

**FLSA STATUS:** Full time/Exempt

**REVISION DATE:** 10/1/2020

## **PRINCIPAL FUNCTION:**

The Field Biologist will work as part of the Conservation & Research Department team at the Atlanta Botanical Garden. They will work under the direction of the Conservation Ecology Coordinator for 75%, and the Restoration Coordinator for 25% of their time, and will report administratively to the Conservation Ecology Coordinator. The Field Biologist assists with many of the Department's field projects. The primary duties of this position include:

- 50% of the time in field support of departmental staff with independent projects, monitoring and maintenance of additional field projects, maintaining database records, updating permits, and coordinating Science Café.
- 25% of the time in conducting defined native plant projects and departmental administration including updating departmental records & general information, and promoting the Atlanta Botanical Garden's Conservation Department through public events.
- 25% of the time in field and administrative support to the Restoration Coordinator.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Coordinate federal and regional partners to conduct monitoring and data collection for regional field projects including *Isotria medeoloides* (small whorled pogonia)
- Conduct monitoring on key *in situ* populations of rare plants across Georgia and the Southeast
- Maintain detailed records of monitoring, outplanting, and experiments conducted for key projects
- Analyze & present experimental data and provide written reports, presentations, and publications
- Responsible for ensuring departmental field data is correctly entered into the fieldwork database and field sheets are correctly labeled and filed according to departmental protocol.
- Support Conservation and Research team by gathering data, obtaining permits, maintaining and updating databases.
- Participate in other grant-related fieldwork, and grant funded departmental projects as requested.
- Create customized reports for partners regarding management and safeguarding activities
- Aid in managing current high school and undergraduate university interns
- Manage Science Café, the Greater Atlanta Pollinator Partnership (GAPP) consortium, and other events related to the Department's public outreach.
- Conduct and manage drone equipment. Take footage as needed and organize photo/video data.
- Organize and track Conservation & Research equipment and supplies

*The above job duties and responsibilities describe the general nature and level of work for employees in this position, but this is not intended as an exclusive or all-inclusive inventory of all duties required of employees in this job.*

**QUALIFICATIONS:**

- Bachelor of Science degree in Biology, Botany or related field required, Masters of Science preferred.
- Minimum two years of post-degree field-work experience required.
- Familiarity with flora of the southeastern United States, orchids, or carnivorous plants.
- Knowledge in ArcGIS required.
- Ability to use a dichotomous key.
- Must have a valid Georgia Driver's License.

**PHYSICAL REQUIREMENTS:** Ability to hike long distances through dense woods, wetland areas, and ravines. Must be able to endure all outdoor elements for long periods of time.

**MENTAL REQUIREMENTS:** Excellent organizational and time management skills. Ability to effectively respond to multiple, changing and often conflicting priorities is essential. Must be able to effectively interact with the general public and co-workers and peer professionals.

**Please email resume, cover letter, and list of three references to Careers at [careers@atlantabg.org](mailto:careers@atlantabg.org), all files should include applicants last name, document title, and title of the position you are applying for (Smith\_Resume\_ATLFieldBio).**

**Review of Applications begins October 23rd.**