



Community Science Coordinator

Native Plant Trust is the nation's first plant conservation organization and the only one solely focused on New England's native plants. We save native plants in the wild, grow them for gardens and restorations, and educate others on their value and use. From our base in Massachusetts, staff and trained volunteers work throughout New England each year to monitor and protect rare and endangered plants, collect and preserve seeds to ensure biological diversity, detect and control invasive species, conduct research, and offer a range of educational programs.

We welcome visitors from all over the world to Garden in the Woods, our renowned native plant botanic garden in Framingham. We also operate a nursery at Nasami Farm in western Massachusetts and manage six sanctuaries in Maine, New Hampshire, and Vermont that are open to the public. Native Plant Trust is among the first organizations worldwide to receive Advanced Conservation Practitioner accreditation by London-based Botanic Gardens Conservation International (BGCI), which included an endorsement by an International Advisory Council representing six continents. Please visit www.NativePlantTrust.org.

We seek a Community Science Coordinator to work with two of Native Plant Trust's core initiatives – the New England Plant Conservation Program (NEPCoP) and the Plant Conservation Volunteer (PCV) program – which engage professional and community volunteers in rare species monitoring, habitat management, reintroduction and augmentation projects, and long-term conservation planning. We work closely with Natural Heritage programs and conservation organizations in all six New England states.

Position Summary

The Community Science Coordinator is responsible for developing and administering the Plant Conservation Volunteer (PCV) program and managing data on the conservation of plants in New England.

Responsibilities include:

- Recruit, train, and coordinate volunteers in all six New England states in surveying rare plant occurrences, managing rare and common plant sites, collecting seed, controlling invasive plant species, and performing general botanical surveys. Applicants must be willing to travel throughout New England and work weekends as required for volunteer training sessions and outings.
- Oversee the Species Rare Occurrence Utility (SPROUT) database and website. Prioritize bugs and task requests through communication with software development team.
- Work closely with public and private environmental organizations, especially each state's Natural Heritage Program (or its equivalent), in the administration of the PCV program.

- Manage rare plant occurrence data and associated GIS layers on rare and common plants of New England and data on Native Plant Trust’s conservation activities. Create reports and maps integral to the program.
- Perform botanical surveys of rare and common plant species and their associated plant communities.
- Supervise support personnel, including interns and office volunteers.
- Research and contact landowners to secure permission for rare plant monitoring work, including drafting and submitting permits.
- Coordinate with professional botanists and conservation department staff to plan botanical field trips and invasive species management days for volunteers.
- Write grants and pursue funding opportunities to support conservation programs.

Skills and Experience

The ideal applicant has at least a bachelor’s degree in a related field and the following:

- Experience working with and training volunteers.
- Ability to communicate clearly (written and orally), interact well with the public, and feel comfortable conducting public education and outreach.
- Experience with data, database, and website management.
- Proficiency in Microsoft Office Suite, Google Workspace, ArcGIS, and other standard computer operating programs.
- A working knowledge of the flora and habitats of New England.
- Familiarity with Natural Heritage methodology.
- Demonstrated competence in conducting ecological or botanical field work.
- Strong organizational and management skills, and the ability to work on multiple projects simultaneously while remaining detail and deadline oriented.
- Ability to work in various and sometimes difficult terrain in inclement weather.
- A valid driver’s license and ability to obtain a pesticide license are required.

This is a full-time exempt position eligible for all the benefits currently offered to Native Plant Trust employees, including health insurance, flexible spending, and retirement plans. Salary range: \$55K-60K commensurate with experience.

To Apply

Please submit a letter of interest and resume (MS Word or PDF format, with your last name as part of the file name) to Michael Piantedosi (**mpiantedosi@NativePlantTrust.org**), using the subject line “Community Science Coordinator Application.” Applications are due by March 1st, 2024. Anticipated start date is April 1st, 2024.

Native Plant Trust is an equal opportunity employer. We are committed to a culture of inclusion, diversity, equity, and access and to being a welcoming and safe place for all who engage with us.