

# Houston Parks Board

## Conservation Assistant



### **The Organization**

Houston Parks Board (HPB) expands, improves, and protects parks and greenspace in the Houston region. Since 1976, the 501(c)(3) nonprofit organization has utilized public-private partnerships and its extensive philanthropic, government, and community relationships to provide equitable access to quality parks and greenspace to the Greater Houston region.

Houston Parks Board has reached a major milestone with substantial completion of the boldest and most exciting capital project in its history: Bayou Greenways. This ambitious \$225M project significantly expands and enhances Houston's parks system, creating a continuous system within the city limits of 150 miles of linear parks and trails along Houston's bayous. In addition to leading the transformational Bayou Greenways initiative, Houston Parks Board cares for more than 2,800 acres of greenspace and supports park projects large and small.

For more information about Houston Parks Board and its high-impact work in the community, please visit [houstonparksboard.org](http://houstonparksboard.org).

### **The Position**

This position will be involved in the projects and daily tasks of the conservation program where main responsibilities include:

- Assisting primarily in the post-construction maintenance and monitoring of any and all of our conservation areas including prairie, wetlands, woodlands, riparian zones and native landscapes; assistance with site establishment may be required
- Capable of working effectively and independently in the field with minimal guidance
- Natural resource management tasks, such as herbicide control of invasive species and weeding of invasive plants
- Work collaboratively in the field with volunteers and contractors on conservation projects
- Assisting with conservation nursery responsibilities including watering, weeding, potting and transplanting of native plants and trees
- Task(s) coordination with HPB team members, including regular meetings with Conservation Team
- Additional duties as required

### **Preferred Skills and Qualifications**

- One or more years of experience with natural resource projects and environmental education programs, OR experience with traditional landscaping management tasks (i.e. weeding, watering)
- Preferably Bachelor's degree in natural resources, ecology, forestry, resource management, biology, or related field
- Strong knowledge of or interest in plants native to the Houston area
- Preferably an understanding of landscape systems, ecological systems, and landscape sustainability

### **Work Environment:**

- Primarily "in the field" along the greenway system
- The Conservation Assistant will be outside exposed to long periods of sun, high heat and humidity, rain, or cold
- Must have valid Driver's License

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This position is full-time employment, at \$16 per hour which upon completion of a 90-day probation period, will increase to \$17 per hour. This position also includes the HPB's benefits package with medical, dental, vision and life insurance, and a 403b retirement plan.

To apply for this position, email resume and cover letter to [ricardocagigal@houstonparksboard.org](mailto:ricardocagigal@houstonparksboard.org) with "Conservation Assistant" in the subject line of your email. The deadline for applications is May 15, 2024.

Interviews are by appointment only. No telephone calls, please.