



Sheridan  
Community  
LAND TRUST

## Seasonal Invasive Grass Intern Job Description

This is a shared position with the Sheridan Community Land Trust and the Sheridan County Weed and Pest District. We are hiring 2 summer interns for 10 weeks at \$12.00 / hour. The internship will be hosted out of the Sheridan County Weed and Pest District's office. The Invasive Grass Interns will be on the cutting edge of a large partnership effort to control a recent outbreak of invasive grass species.

### About the Sheridan Community Land Trust:

Sheridan Community Land Trust works to preserve our heritage of open spaces, healthy rivers and creeks, working ranches, wildlife habitat, and vibrant history, while expanding non-motorized recreation opportunities to connect people with the places they love. Since our founding in 2006, the Sheridan Community Land Trust has partnered with local families to conserve nearly 3,000 acres and has helped create nearly 10 miles of trails in Sheridan County. For more information about SCLT and its programs, visit [www.sheridanclt.org](http://www.sheridanclt.org).

### About the Sheridan County Weed & Pest Control District:

The Sheridan County Weed & Pest Control District implements effective prevention, containment, and weed and pest management programs on all lands within the district. They are professionally trained individuals assist landowners with individual weed or pest programs designed to control invasive species on their land. The district strives to achieve the best management with minimal environmental damage by employing Integrated Management Systems. For more information on the District and its programs, visit [www.scweeds.com](http://www.scweeds.com).

### Essential Functions:

The Invasive Grass Interns will help coordinate invasive grass education, monitoring, mapping, and management. S/he maintains positive working relationships and provides community outreach to diverse stakeholders, partners and user groups. S/he works with the Sheridan Community Land Trust and the Sheridan County Weed and Pest District and reports to the Sheridan County Weed and Pest District Supervisor.

### Specific Duties and Responsibilities:

- **Education:** Develop and deliver education on invasive grasses. Education includes the development of fliers, brochures, PSAs, and presentations. The Invasive Grass Interns will deliver education through one on one meetings with landowners; public avenues such as tables at the Farmers Coop, Post Office, and community events; and invited presentations. This includes comfort with communication, presentations, and computer skills to develop materials and presentations.
- **Monitoring:** Following existing protocol, the Invasive Grass Interns will monitor the control effectiveness of existing populations of invasive grasses within the District. This will include field time, operating and navigating by GPS, and accurate record keeping. Monitoring records will be uploaded to digital files and folders.
- **Mapping:** Following existing protocol, the Invasive Grass Interns will map new locations of invasive grasses working with both public and private landowners to secure permission. This will include field time, operating and navigating by GPS, and accurate record keeping. Mapping records will be uploaded to digital files and folders.

Sheridan Community Land Trust

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- **Management:** Following best practices, the Invasive Grass Interns will manage small populations of invasive grasses using chemical management. This will require accurate weed identification and record keeping.

**Additional requirements:**

1. Occasionally work independently of supervisor.
2. Across all projects maintain a high standard of quality.
3. Work as a team of Invasive Grass Interns.
4. While riding with coworkers in vehicles be as courteous as possible.
5. When managing weeds, keep accurate daily spray records with GPS and turn in record of work.
6. When managing weeds complete general cleanup/calibration/inventory and all other related tasks will be performed as needed.
7. Pack yourself a sack lunch.
8. Employees are to assume responsibility in caring for all Sheridan County Weed and Pest property (tools, trucks, trailers, etc.). Maintain truck by cleaning it out and checking it daily. If something is broken or lost report it to the supervisor.
9. Fill out time cards daily.
10. Days off must be arranged in advance except in case of emergency or sickness.
11. Be on time. Work 40 hours a week for 4 days, from 6:00am to 4:30pm (with some variance week to week) (10-hour days with 30-minute lunch break) (Overtime pay on hours over 40).
12. All employees may need to lift/carry 50lbs, bend, kneel, and hike steep uneven terrain. They also need to be able to climb up and down the vehicles to mix chemical.

**Supplemental Information:**

- Must be at least 18 years of age
- Have a high school diploma or GED
- Department of Motor Vehicle- acceptable motor vehicle record; valid driver's license.
- Background (Criminal) Check
- General Reference

**Terms & Compensation:**

This is a temporary, seasonal 10-week position with preferred start date of June 4th.

**To Apply:**

Email a letter of interest, resume, and contact information for three references to [director@sheridanclt.org](mailto:director@sheridanclt.org). Please use subject line: "Invasive Grass Intern Application". Applications are only accepted electronically. No calls please. Screening of applications begins April 15th and the position is open until filled. SCLT is an equal opportunity employer.