

**Padilla Bay National Estuarine Research Reserve  
Washington Department of Ecology  
WCC/AmeriCorps Individual Placement Positions**

**Jobs Available:**

There will be three AmeriCorps/WCC positions at Padilla Bay during 2008-09: Operations Assistant, Research and Monitoring Assistant, and Education Assistant. Each will have primary duties in their own department and will share duties with the other departments. The primary duties of each are described below. These positions will begin in early October 2008 and extend through September 2009. The workweek will be forty hours but flexibility will be required. These are all Washington Conservation Corps (WCC) and AmeriCorps positions. For more information about WCC and AmeriCorps (including other available job opportunities) please visit:

[www.ecy.wa.gov/wcc](http://www.ecy.wa.gov/wcc)

**Wage:**

Pay is \$8.07 per hour plus health benefits. After 12 months of employment, an AmeriCorps Education Award valued at \$4,725 will be awarded. Education awards can be applied to education loans or used for future education. Payments on educational loans are deferred while employed in these positions. Other benefits and requirements are described on the WCC/AmeriCorps website: [www.ecy.wa.gov/programs/sea/wcc](http://www.ecy.wa.gov/programs/sea/wcc)

**Descriptions:**

There will be three people hired with the primary duties described below. Each will share duties with the other two.

Operations Assistant

Primary duties are facility maintenance tasks and small construction projects at the Reserve campus. This includes:

- Landscaping, landscape maintenance, nature trail upkeep, and native tree and shrub planting
- Reception, public relations, opening and closing of facility, set up for groups
- Assistance with boat operations and upkeep and Stream Team water quality monitoring duties (collect samples, process lab work, and equipment maintenance)

- Aquarium operations and maintenance
- Various community service projects in the surrounding area

#### Research and Monitoring Assistant

The primary duties are to assist with a variety of estuarine and watershed monitoring and research projects with activities in the field, in the office, on boats, and in the laboratory. These include:

- Field support on small boats and mudflats
- Monitoring water quality with field instruments and collecting water samples for analyses
- Assisting in the office with data entry, statistical summaries of data, graphing selected data, and assisting with GIS data entry and maintenance
- Assisting in the laboratory by filtering and weighing samples, and counting organisms
- Setting up remote water quality or quantity monitoring equipment, maintaining the instruments, and downloading data periodically.

#### Education Assistant

Primary duty is presentation of Padilla Bay's estuary education program to school and community groups. This includes:

- Special environmental education projects
- Development and maintenance of educational materials and exhibits
- Web page development and maintenance

#### **Qualifications:**

Applicants must be between the ages of 18 and 25.

Note: Consideration will be given to applicants with abilities, experience and training in: environmental education, marine biology, computers and the Internet, field and laboratory science skills, use of power equipment and Spanish language. College graduates are eligible and encouraged to apply.

To apply:

These positions will remain open until filled.

Please submit 1) a completed WCC application (applicants must apply on-line to WCC at: [http://www.ecy.wa.gov/programs/sea/wcc/wcc\\_jobs.htm](http://www.ecy.wa.gov/programs/sea/wcc/wcc_jobs.htm)) ; 2) cover letter indicating interests and which department at Padilla Bay you would like to focus; 3) resume indicating contact information, academic background, and work experience; and 4) contact information for three references. Applications will be accepted until this position is filled. An on-site interview is preferred but a telephone interview is okay.

The online application will be submitted separately, so please send all other materials to:

For education focus: Glen Alexander, [alex@padillabay.gov](mailto:alex@padillabay.gov)

For operations focus: Mark Olson, [molson@padillabay.gov](mailto:molson@padillabay.gov)

For research and monitoring focus: Douglas Bulthuis, [bulthuis@padillabay.gov](mailto:bulthuis@padillabay.gov)

Or at the following address:

Padilla Bay National Estuarine Research Reserve

10441 Bay View - Edison Rd.

Mount Vernon, WA 98273

[alex@padillabay.gov](mailto:alex@padillabay.gov)

voice: (360) 428-1558

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