

EcoFlora Coordinator

Put your passion for the desert to work. To apply for an open position, please forward CV/resume and letter of interest to hr@dbg.org or mail to:

Human Resources
Desert Botanical Garden
1201 N. Galvin Parkway
Phoenix, AZ 85008

Review of applications will begin Monday, Dec. 2, 2019.

Part-time, Grant-funded (up to 30 hrs./week).

The EcoFlora Coordinator will oversee the planning, launch and operation of the EcoFlora Project of metro-Phoenix. The EcoFlora Project is part of a nation-wide initiative, started by the [New York Botanical Garden](#), to leverage citizen science and digital tools to document and monitor urban plants and their ecosystems. In the Phoenix context, the EcoFlora Coordinator's work will also provide a framework for extending the Garden's community engagement and recruitment of citizen scientists.

The EcoFlora Coordinator will be a member of the Research, Conservation and Collections department (RCC) and work closely with and report to the Central Arizona Conservation Alliance (CAZCA) Program Director. This position is grant-funded through September 2022.

Duties and Responsibilities:

- Research scientific literature to collect background data on target plant species.
- Organize workshops of various stakeholders and advisors for the EcoFlora project.
- Establish data gathering protocols for field by Citizen Scientists.
- Train and supervise Citizen Scientists.
- Summarize results based on data gathered by Citizen Scientists.
- Prepare presentations and reports on the EcoFlora of metro-Phoenix Project.
- Manage EcoFlora of metro-Phoenix Project social media.

JOB REQUIREMENTS:

1. Bachelor's degree in Biology, Botany, Science Education or other plant or environmental science-related field.
2. Experience in management of scientific data using an electronic database (knowledge of SEINet a plus).
3. Experience in teaching and/or supervising Citizen Scientists.
4. Preferably bilingual (English-Spanish).
5. Excellent organizational skills.

6. Strong communication (including writing, public speaking, and social media), diplomacy and interpersonal skills.
 7. Ability to work effectively under own initiative and as part of a team, with respect for and sensitivity to multi-cultural approaches.
 8. Must be able to work outside, sometimes in extreme (or pleasant) weather conditions.
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Desert Botanical Garden is an Equal Opportunity Employer and considers all applicants without regard to race, religion, color, sex, gender identity and/or expression, sexual orientation, marital or parental status, age, national origin, veteran status, disability, or any other status protected by law.

The Garden fosters and supports workplace diversity, equity and inclusion to honor the unique perspectives, experiences and contributions of all, to celebrate successes and to cultivate individual and institutional excellence.

The benefits of regular employment at Desert Botanical Garden include a stunning environment, competitive benefits package, complimentary family membership, employee cultural exchange, wellness initiatives and discounts.