

Manager, WKU Green River Preserve

Job Description:

Western Kentucky University seeks a talented person to manage and conduct day-to-day operations of our recently developed Green River Preserve. This is a full-time, benefits-eligible, 12-month position with flexible days/hours.

About the Green River Preserve

The GRP comprises ca. 1600 acres of mixed habitat, including several miles of river frontage on the Green River in south-central Kentucky, adjacent to Mammoth Cave National Park. The land is owned or managed by Western Kentucky University and is home to more than a dozen federally endangered species, most of which are freshwater mussels or bats. Facilities include a modern barn/workshop and two houses (one historic). The Preserve is relatively new, with the land acquisition phase and ecological restoration of agricultural areas near completion. The Preserve is currently used for faculty and student research, for teaching, and by several regional partners for training or outreach activities.

Duties and Responsibilities

- Routine maintenance of habitat, including but not limited to removal of invasive species, mowing, gravel road maintenance, erosion control, removal of trees, native plant restoration, etc.
- Management of data and documents related to the Preserve
- Maintenance of the basic Preserve website using the University's web page management system
- Routine maintenance of Preserve facilities and equipment, including power equipment and machinery
- Maintenance of an organized workspace
- Maintenance of positive relationships with area stakeholders, including neighboring landowners
- Facilitation of professional and recreational use of the Preserve by students and staff of the university and appropriate external groups
- Providing assistance with research efforts on the Preserve
- Providing assistance with planning for short and long-term Preserve activities
- Being an active member of the academic life of the University, including committee participation when relevant
- Teaching undergraduate field courses relevant to the Preserve, no more than one per term, for example, Ecology Laboratory or a flora diversity course
- Overseeing activities of student workers

Requirements

- Professional and academic certifications
 - Master's degree in Biology or related and relevant field
 - Must have or must obtain within 6 months of start of employment an herbicide applicator's license
 - Must have a valid driver's license

- Physical
 - Able and willing to routinely lift and carry loads up to 50 lbs
 - Able and willing to do routine land management work using tools such as chainsaws, backpack sprayers, rotary trimmers, etc.
 - Must be able and willing to regularly perform physical work in the outdoors in all seasons, including but not limited to necessary mowing and cutting of weeds and trees, and selective application of herbicides.
 - Able and willing to use power equipment such as utility tractors, ATVs, small boats, etc.
 - Able and willing to participate in instruction and outreach activities associated with the Biology Department and the Preserve

Additional Information: Salary Range: \$50,000 - \$54,000

Kentucky state law requires all public institutions of postsecondary education to conduct pre-employment criminal background checks to determine suitability for employment.

Application Instructions:

Apply here: <https://wku.interviewexchange.com/jobofferdetails.jsp?JOBID=173502>

The following items must be submitted through this electronic talent management system:

- Cover letter describing how your qualifications and experiences fit this position
- Curriculum Vita/Resume
- All college transcripts

You will receive email confirmation that your submission has been received. The candidate review process will generally begin as materials are received.

About Western Kentucky University

Western Kentucky University (WKU) is a student-centered, applied-research institution committed to providing its students with a transformative academic and social experience and to elevating its surrounding communities. Founded in 1906, WKU is the second largest undergraduate institution in the Commonwealth of Kentucky with approximately 15,035 students (29% first generation, 18% underrepresented minority) and just over 2,500 faculty and staff employees.

Western Kentucky University is committed to empowering its campus community to embrace diversity by building equitable and inclusive learning, working, and living environments. At the heart of our mission, we seek to provide holistic education and employment experiences that prepare students, faculty, and staff to become effective scholars, contributors, and leaders in our diverse and evolving communities.

Located 65 miles north of Nashville, TN, and just over 100 miles south of Louisville, KY, WKU's main campus is in Bowling Green, KY - a city with approximately 70,000 residents. Our population is ethnically diverse, with more than 85 languages spoken in and around Bowling Green, and people from 35 nationalities call our community home.

Western Kentucky University seeks to attract talented faculty and staff who are inspired individually to contribute to WKU's strategic plans and ongoing success. We offer comprehensive wellness and health benefits to employees and their families, including domestic partners and other qualified dependents and take pride in providing a workplace culture that supports balancing the

responsibilities of work and family life. Paid-time off for holidays, vacation and sick leave, and a tuition discount program for employees and dependents are also provided. Learn more about WKU and Bowling Green at wku.edu/about.

Western Kentucky University (WKU) is committed to a policy and practice of providing equal employment and educational opportunities to all individuals. In accordance with Title VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Revised 1992, and the Americans with Disabilities Act of 1990, no form of discrimination or harassment will be tolerated at WKU on the basis of race, color, ethnicity, national origin, creed, religion, political belief, sex, sexual orientation, gender identity/expression, marital status, age, uniformed services, veteran status, genetic information, pregnancy, childbirth or related medical conditions, or physical or mental disability in admission to career and technical education programs and/or activities, or employment practices.

Persons with disabilities, who need reasonable accommodations to participate in the application and/or selection process, should notify the office of Institutional Equity. To request an accommodation, report a complaint, or ask questions regarding WKU's Discrimination and Harassment Policy (#0.2040), please contact Ms. Ena Demir, Executive Director/Title IX Coordinator via email at ena.demir@wku.edu or by phone at (270) 745-6867. Ms. Demir is also responsible for coordinating the University's response to complaints related to sex and gender harassment.

Additional information regarding Title IX is accessible via WKU's <https://www.wku.edu/titleix> website. Information concerning educational programs offered by WKU are provided at: <http://www.wku.edu/atwku/academics.php>. For information related to job postings, please email employment@wku.edu.