



JOB DESCRIPTION

Position Title	Technical Group	Reports to
Staff Biologist	Natural Resources	David Winter
Employment Status	FLSA Status	Effective Date
<input type="checkbox"/> Temporary <input checked="" type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time	<input type="checkbox"/> Non-Exempt <input checked="" type="checkbox"/> Exempt	TBD

POSITION SUMMARY

The Staff Biologist applies knowledge of plant identification, macroinvertebrate zoology, soils, hydrology and endangered species habitat and applies it with an understanding of construction and development to assess the environmental impact of residential, commercial, and industrial development upon local, protected natural resources. The Staff Biologist works with Lord and Winter Project Biologists and Project Managers to prepare state and federal environmental permits for Lord and Winter Clients. Field surveys and environmental permit writing are performed by the Staff Biologist to assist clients with compliance to environmental laws and regulations including NEPA, the Clean Water Act, the Endangered Species Act, Water Resources Protection Act, and other state and federal water and endangered species protections.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The essential functions include, but are not limited to the following:

- Conduct wetland delineations in accordance with technical, state, and federal guidance.
- Conduct stream hydrologic determinations in accordance with state and federal guidance.
- Conduct aquatic natural resource surveys including macroinvertebrate surveys and species identification and submergent aquatic vegetation surveys.
- Conduct endangered species surveys in accordance with technical, state, and federal guidance.
- Prepare natural resource reports including wetland delineation reports, hydrologic determination reports, jurisdictional determination applications, and endangered species survey reports.
- Prepare state and federal environmental permits for residential and commercial development projects, utility extension projects, and mitigation projects.
- Utilize QGIS, ESRI, and other mapping software to depict natural resource conditions for reporting.
- Coordinate field investigation requirements with the Project Biologist.

MINIMUM QUALIFICATIONS (KNOWLEDGE, SKILLS, AND ABILITIES)

Minimum qualifications include a Master of Science Degree in Biology or related field (thesis preferred). No prior experience to 2 years' experience required. Knowledge of wetland plant identification and stream aquatic ecology methods required. Ability to communicate clearly and work within a team environment required. Ability to learn independently from reference sources including state and federal

method and regulatory guidance and apply them in the field required. Must be adept at collecting data electronically in the field using and building databases, utilizing cloud-based project management systems, and surveying using geo-locating equipment. The candidate must have a home office or other virtual office accommodation to work from when not in the field. The ideal candidate would have an investigative approach to problem solving complex natural resource systems, an advanced technical writing ability, and a collaborative approach to project execution to work well within the Lord and Winter team.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

The ability to conduct field surveys on foot is required including the potential for occasional 10-hour field days. Ability to drive and load ATVs for use in large scale surveys. Use of soil sampling tools to 2 feet is required. Ability to work on site outside for between 25% and 75% of hours with ability to travel approximately 25% of work hours required. Work may be conducted during summer or winter. Driver’s license required.

Note

This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments. All duties and responsibilities are essential functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbents will possess the skills, aptitudes, and abilities to perform each duty proficiently. Some requirements may exclude individuals who pose a direct threat or significant risk to the health or safety of themselves or others. The requirements listed in this document are the minimum levels of knowledge, skills, or abilities. This document does not create an employment contract, implied or otherwise, other than an “at will” relationship.

Reviewed with employee by

Signature: _____ **Name (print):** _____

Title: _____ **Date:** _____

Received and accepted by

Signature: _____ **Name (print):** _____

Title: _____ **Date:** _____

The company is an Equal Opportunity Employer, drug free workplace, and complies with ADA regulations as applicable.

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