

# NEW MEMBER POSITION AVAILABLE

## Seasonal Assistant Land Steward

Send your resume, and  
cover letter to  
[Meg@oxbowinc.org](mailto:Meg@oxbowinc.org)  
Start: April 2024



**AmeriCorps**



# LAND STEWARDSHIP ASSISTANT

---

- 450 Hour Position
- Position length: 5-months (April 2024 - August 2024)
- Living Stipend \$6,750
- Education Award \$1,824.07 (Granted Upon Completion of Contract)

## Duties/Responsibilities

- Collects & discards litter or other waste materials.
- Safely operates a variety of maintenance equipment such as shovels, rakes, and/or saws to complete assignments.
- Safely operates power equipment & other vehicles such as tractors, mowers, chainsaws, electric clippers, or other similar machines.
- Trims trees & vegetation.
- Maintains roads, trails, parking lots, or other features; performs general grounds maintenance.
- Safely & appropriately apply herbicides, or insecticides under supervision.
- Performs regular & seasonal maintenance on gates, locks, and other tools.
- Installs and maintains specialty features such as vernal ponds, roads, trails, retaining walls.
- Maintain surveillance equipment.
- Move, store, & clean equipment.
- Help lead volunteer maintenance operations.
- Performs other related duties as assigned.



*Oxbow, Inc. is a 501C3 nonprofit organization formed by conservation groups and concerned citizens of Ohio and Indiana for the purpose of preserving and protecting a wetlands ecosystem locally known as the Oxbow or Horseshoe Bottoms, from industrial development and to preserve the floodplain at the confluence of the Great Miami and Ohio rivers for use as a staging area for the seasonal migrations of waterfowl. This agricultural area is rich in geological, archaeological, and anthropological history. Oxbow, Inc. owns 1400 acres and has conservation easements on another 230 acres.*

---

# LAND STEWARDSHIP ASSISTANT

---

## **Education & Experience:**

- High school diploma or equivalent.
- Completion of applicable pesticide training required.
- Some knowledge of native flora and fauna is helpful.

## **Physical Requirements:**

- Prolonged periods standing, walking, stretching, bending, climbing ladders, kneeling, and pulling while outdoors.
- Must be able to lift up to 50 pounds at a time.
- Must be physically able to operate power equipment.
- Must be able to work in a variety of weather conditions.

---

## **Other Requirements:**

- Pass a federal background check, state of residence check, national sex offender check
  - Serve 450 hours within your 5-month contract
  - Complete 12%-20% of training hours within your 450 hours including AmeriCorps specific training
- 

## **Required Skills/Abilities:**

- Excellent verbal communication skills and positive attitude.
- Ability to utilize office software such as Microsoft Word, Excel, and similar software.
- Basic understanding and/or experience of groundskeeping and landscaping practices and procedures.
- Ability to work efficiently and thoroughly.
- Ability to follow directions.
- Valid driver's license.
- Ability to care for and identify various types of plants, including poison ivy.
- Ability to operate various types of power equipment including lawn mowers, trimmers, hedge trimmers, leaf blowers, and other landscaping equipment.
- Ability to use hand tools required for property maintenance.
- Ability to follow instructions and complete assignments.