

State Classification: Laborer/**Helper**
Limited Term Employee Position (LTE)
For the
Kickapoo Valley Reserve

The Kickapoo Reserve Management Board (KRMB) is seeking applicants to serve as Laborer/Helper for the Kickapoo Valley Reserve. Multiple positions are available, and candidates are expected to be available for work June through August. However, work can begin earlier or continue later as availability and hours remaining allow. The candidates will work 20-40 hours per week at an hourly rate of \$15/hr. starting pay. The position does not include fringe benefits. The position will be 90% field work and 10% indoor work. Some weekend hours will be **required**.

Duties may include assisting with:

- Mowing of campsites, trails and management areas.
- posting signs on Reserve perimeter boundaries and signing recreation trails
- assisting in mitigating trail impacts; provide support with trail maintenance
- maintenance of river access sites; trash pick-up and clearing mud from ramps; assist with logjam clearing
- greeting, answering questions and providing information to visitors of the Reserve
- set up and take down of equipment and supplies for special events and education programs.
- Stocking kiosks with trail and camping permit information
- cleaning State vehicles; regular maintenance of tools, mowers, gear and equipment
- rehabilitation of priority areas on the Reserve. Tasks may include piling brush/tops, controlling invasives, prairie restorations, habitat improvement and site preparation for tree planting.
- Other duties as assigned.

Qualifications include:

- Familiarity with the Kickapoo Valley Reserve property and ability to read a map, compass, online maps or GPS.
- the ability to represent the Kickapoo Valley Reserve in a professional manner and with integrity
- physical ability to walk steep, rough terrain with potentially thick vegetation
- ability to lift and carry a minimum of 50 pounds
- enthusiasm to work up to eight hours at a time out-of-doors
- experience with tractor, chainsaw, and mowing equipment a plus
- willingness to assist visitors with basic questions related to the Reserve and surrounding area
- Must be at least 18 years old, have a valid Regular (Not Probationary) Wisconsin driver's license and meet the State's Minimum Driving Standards (copy available upon request).

Selected candidates will be required to show proof of - or obtain - ATV Safety (available online) and Chainsaw Safety certifications; and/or attend Chainsaw Safety training hosted at the KVR date TBD

Candidates familiar with the Kickapoo Valley Reserve property and at ease in working out-of-doors are encouraged to apply. Completed application forms are required for all applicants; cover letter and resume are optional but appreciated. Send or deliver application materials to the Kickapoo Valley Reserve Visitor Center, S3661 State Road 131, La Farge, WI. 54639. Electronic submissions of applications will be accepted. Questions can be directed to: Jason Leis, Executive Director (608) 625-2960; kickapoo.reserve@krm.state.wi.us.

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