



Restoration Coordinator Position Description

POSITION | ~ 28 hours/week; flexible

LOCATION | St. Clair, MI

MINIMUM EXPERIENCE | Bachelor's Degree

REPORTS TO | Executive Director

APPLICATION DEADLINE | January 5, 2026

POSITION DESCRIPTION

Friends of the St. Clair River is seeking an outgoing individual to join our team to make positive impacts on St. Clair County's natural resources. The Restoration Coordinator will provide a central role in implementing habitat management and restoration projects, including invasive species removal, native species planting, and plant and wildlife monitoring. The candidate should possess basic & broad knowledge of ecosystems, ecology or horticulture. Experience with vegetation management, such as gardening or landscaping skills, is important. Training and certification are ongoing throughout employment.

PRIMARY RESPONSIBILITIES

- Conduct invasive species management and caring for native plants individually or with teams of volunteers
- Coordinate technical reporting of project accomplishments to funding organizations and other partners
- Work independently or with staff and partners to identify prospective habitat restoration projects and locations
- Facilitate coordination and provide project oversight to contractors and partners
- Recruit, onboard, manage and retain volunteers

QUALIFICATIONS

- Bachelor's degree or equivalent in Biology, Ecology, Environmental Science, Sustainability, Landscaping, Horticulture, or related subjects
- Basic gardening/ landscaping experience, and a specific interest in native plants, conservation, and ability to learn and employ concepts related to ecological gardening practices, invasive species management and ecological restoration
- Excellent communication skills with ability to produce reports, and give presentations on various topics related to the job
- General skills: project management, event planning, and a friendly and welcoming disposition to recruit volunteers
- Comfortable supervising and directing volunteers, and instructing a broad range of ages
- Ability to work effectively in a team setting and independently
- Working knowledge of GPS mapping
- Demonstrate ability to handle multiple tasks and prioritize workload; possess detailed record-keeping skills
- Assist on other projects such as outreach, digital marketing, workshops and programs

On occasion, this position requires work to be conducted on weekends/evenings. Must be able to lift and carry large items, move about for extended periods of time, and tolerate a range of weather conditions and natural hazards. From May-October this position is outdoors 50 % of the time. Must hold a valid driver's license and have personal, reliable transportation. This position will support obtaining a MDARD certified pesticide applicator license, if not already certified.

BACKGROUND

Friends of the St. Clair River is a nonprofit organization established in 2007 to inspire community action through stewardship, monitoring and education to restore, protect and enhance the St. Clair River and its watersheds. Our work across 837 square miles in Michigan's Thumb improves economic, environmental, social, and recreational opportunities. We know healthy water, protected places and vibrant communities make this region special. Celebrating and protecting those elements is what drives our programming. Our goal is to protect rivers, green spaces and trails and instill a conservation ethic in the people and places we serve. We accomplish this through land stewardship, community education, environmental monitoring and recreation. Friends of the St. Clair River influences strategy and vision of environmental stewardship while executing on-the-ground projects with immediate impacts on watershed health.

COMPENSATION RANGE | \$21.00-\$25.00+ hourly; commensurate with experience & availability

APPLICATION INSTRUCTIONS

Send a cover letter and resume that summarizes academics, work history, trainings and certifications to info@scriver.org.

For information on the position, please contact Sheri Faust, Executive Director at sheri@scriver.org.

For information about Friends of the St. Clair River, visit www.scriver.org.