Invasive Species Specialist/ Project Manager

Location: Honolulu, Hawaii

Description: The SWCA office in Honolulu, Hawaii is seeking an invasive species specialist/Project Manager. This is a regular full-time salaried position and will report to the Hawaii/Guam Program Director. The ideal candidate will assume day to day project management responsibilities and collaborate with a multidisciplinary team of professionals. The selected candidate will also assist in the expansion of SWCA’s professional reputation in natural resource consulting by providing additional assistance on other projects within his or her areas of expertise. Salary will be based on individual qualifications and experience.

Responsibilities: Manage budgets, milestones, subcontractors, technical staff, fieldwork, and deliverable production. This will include cooperative collaboration with professional peers within SWCA, its subcontractors, other government and NGO organizations, and the public at large. Tasks will encompass managing project financial performance, reports, and other technical documents; data collection, effectively coordinate with the client; manage subcontracts; take initiative, resolve problems, and create improved procedures to assure tasks are completed in the most effective manner. The successful candidate will also work closely with other SWCA managers and directors in both natural and cultural resources throughout the company to promote business interests in adherence to our mission, vision, and values.

Qualifications: Minimum of a BS in biology, botany, ecology, natural resource management, or other related field (emphasis on invasive species). Applicants should have at least five years of experience in fieldwork and report completion, as well as scheduling and budgeting of natural resource projects. Knowledge of and experience with Hawaiian and other Pacific high island flora and fauna and invasive species issues is preferred. Excellent oral and written communication skills are essential, and the applicant should have exceptional technical writing skills and a record of completing technical reports in a timely fashion. Candidate must be able to maintain friendly, positive, productive, and scholarly relationship among all team members. Candidate should have a good working knowledge of relevant federal statutes such as ESA, CWA, NEPA; experience with federal agencies and knowledge of federal programs involving invasive species. Experience with web-based project collaboration and mapping applications is a plus. Other desired traits include:

- Ability to coordinate personnel and other resources within budgetary restraints;
- Ability to work independently as well as within a team environment;
- Adept at working with a variety of colleagues, clients, and agency representatives;
- A commitment to quality and fiscal and scheduling responsibilities to projects of all sizes and scopes;
- Experience with invasive species management and control programs, State and Federal highways programs, Section 7 consultations, HCPs, GIS analysis

How To Apply: The position will remain open until filled. Please mail, fax, email (in MS Word format), a cover letter, resume and a minimum of three (3) professional references to: Jason Gerster, Recruiter, SWCA Environmental Consultants, 3033 N. Central Ave., Suite 145, Phoenix, AZ 85004, 602-274-3958 Fax, recruiting@swca.com

Visit SWCA’s web site, www.swca.com, and discover why SWCA is a great place to work for environmental professions interested in sound science and creative solutions. SWCA is proud to be an Equal Opportunity Employer and encourages women and minorities to apply.