Job Announcement

Assistant Rare Plant Botanist

About CNPS
The California Native Plant Society (CNPS) is a statewide non-profit conservation organization, with more than 11,000 members in 35 chapters across California and Baja California Mexico. The mission of CNPS is to increase understanding and appreciation of California’s native plants and to conserve them and their natural habitats through scientific study, education, advocacy, horticulture, and land stewardship.

Summary
The California Native Plant Society (CNPS) is seeking two Assistant Rare Plant Botanists with responsibility for developing rare plant accounts to satisfy an agreement with the U.S. Forest Service to identify potential Species of Conservation Concern. These positions may also assist in developing status review documents utilized to formally add or change plants to the highly esteemed CNPS Inventory of Rare and Endangered Plants. These full-time, non-exempt, project-funded positions report to the CNPS Rare Plant Botanist and collaborate with a team of scientists in the CNPS Rare Plant Program as well as rare plant and conservation chairs of the CNPS chapters. The Rare Plant Program is dedicated to developing and maintaining information resources about rare plants in California, and promotes the optimal use of good science in the protection and conservation of rare plants throughout the state. Project funding is projected to last until September 2021, but positions may be extended if funding allows.

Responsibilities
The breadth of duties in the Assistant Rare Plant Botanist position requires highly developed scientific reviewing and writing abilities, detailed data entry and organizational skills, and a broad depth of botanical knowledge. Duties include:

- Independently reviewing and interpreting complex, peer-reviewed scientific literature on plant systematics, plant taxonomy, plant morphology, plant genetics, phylogeny, and floristics.
- Reaching out and effectively communicating with a broad diversity of volunteers, botanical experts, academics, NGOs, and industry and agency personnel throughout California and the nation.
- Conducting and implementing research from field survey forms, scientific literature, herbarium data, online botanical resources, and from appropriate experts on the distribution, taxonomy, ecology, and conservation status of plants proposed for status change or addition to the CNPS Inventory of Rare and Endangered Plants.
- Writing scientific reports that summarize your extensive research on specific plants proposed for status change or addition to the CNPS Inventory of Rare and Endangered Plants.
- Reviewing and collating geospatial plant population data and georeferencing plant occurrences based on written location descriptions using ESRI ArcGIS Desktop and/or the California Department of Fish and Wildlife’s BIOS Viewer applications.
- Maintaining and organizing large amounts of digital and physical rare plant data and files, including regular filing and record keeping.
Qualifications
- Strong background in plant science, knowledge of the California flora, with experience in the key responsibility areas. Strong commitment to the CNPS mission.
- General knowledge of plant conservation and the state and federal laws and regulations that pertain to California rare plants.
- Proven ability to research, review, and interpret complex scientific literature.
- Proven ability to write accurate, technical, scientific reports and data summaries.
- Strong skills and experience using ESRI ArcGIS Desktop is a plus.
- Ability to work independently and as part of the CNPS team, and willingness to work within CNPS agenda and be open-minded while exercising good judgement.
- Excellent written and verbal communication skills. Fluency in Spanish is a plus.

Physical Requirements
This job requires prolonged sitting and use of computer and mouse. It may require standing, hiking, backpacking, sleeping in non-traditional situations, bending and lifting/holding up to 50 lbs., surveying under adverse weather conditions, and being outside under various conditions. These requirements are representative, and reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Additional Job Information
- Valid California driver’s license and proof of car insurance are required, provided annually.
- Work location is generally in the CNPS or CDFW offices in Sacramento and at field locations throughout California.
- Remote or flex schedules may be possible, but must be able to meet at the Sacramento or Berkeley offices regularly.

Status, Compensation, and Benefits
This is a full-time non-exempt position supervised by the Rare Plant Botanist. Pay range is $19-$22/hour depending on experience performing related work. CNPS provides a comprehensive benefits package, paying 100% of employee premiums for health, life, dental, and vision insurance with low cost family coverage options. CNPS offers a 401K retirement plan with up to 6% matching contributions. Annual paid leave benefits include generous paid vacation, sick, and holidays.

Equal Opportunity Policy
This policy demonstrates CNPS’s commitment to creating a diverse and inclusive environment that values different perspectives and fosters diversity. To better understand the demographic profile of applicants, CNPS requests candidates to fill out the volunteer questionnaire that is part of the application form. Your responses will remain confidential, anonymized, and not shared with the hiring committee.

To Apply
Please submit resume/CV and cover letter. Review of applications will begin June 2 and continue until position is filled.

Click here to apply

CNPS is an Equal Opportunity Employer; candidates from diverse backgrounds are encouraged to apply.