



Southern New Jersey's Leading Watershed Organization

EMPLOYMENT OPPORTUNITY

Millville, New Jersey

May 5, 2026

TITLE: Conservation Assistant

TEMPORARY POSITION: June 2026 – July 2027 | *Immediate Opening* | *Potential for extension*

FULL-TIME: 40 hours per week

SCHEDULE: Tuesday - Saturday with occasional evenings

PAY: \$18.00 - \$20.00 per hour based on experience

About Us

CU Maurice River is dedicated to protecting the watershed of the Wild and Scenic Maurice River and the region known as *Down Jersey*. We empower individuals, organizations, and neighboring communities to promote the region's enduring well-being. Through fieldwork, research, and advocacy, we support environmental education, awareness, and informed decision-making.

About the Position

CU Maurice River is seeking a motivated Conservation Assistant for an immediate one-year term. This early-career role offers a balance of field operations (50%) and office-based administrative project support (50%). You will work directly under our leadership team to advance critical stewardship, habitat restoration, and urban revitalization initiatives.

Core Responsibilities

Public Engagement: Recruitment, coordination, and retention of volunteer community scientists. Train and lead community scientists for hands-on field projects. This responsibility is a critical component of CUMR's mission and work.

Field Research & Monitoring: Assist the leadership team in coordinating biological field surveys tracking wetland flora, nekton, and avian community responses to habitat restoration. Support water quality data project.

Data & Office Administration: Manage data entry, implement data quality control measures, maintain accurate project tracking logs, prepare sampling equipment, and assist with project reporting.

Habitat Management: Lead volunteer teams to revitalize natural areas, urban green spaces, and rain gardens, including plantings, invasive species control, litter and debris removal, trail upkeep, among other tasks.

Wildlife Management: Assist in coordinating volunteer efforts for the construction, installation, and maintenance of wildlife nesting structures.

Equipment Maintenance: Ensure all tools and equipment are properly functioning, maintained, and calibrated.

Communications, Content Creation, & Education: Capture on-site photos and draft summaries of field activities to meet reporting requirements. Translate field successes into content for marketing use, such as newsletters or social media updates. Communicate project objectives and goals in educational settings.

Qualifications

Education: Minimum of a bachelor's degree in environmental science, ecology, biology, or a related field.

Experience: Proven hands-on experience in biological fieldwork, data collection, and tool handling.

Skills

Physical Ability: Able to perform strenuous outdoor labor in all weather conditions (heat, rain, mud).

Fieldwork and Tool Proficiency: Experience in using GPS units, field data loggers, and other environmental sampling equipment. Familiarity in using tools and equipment safely and effectively for ecological restoration.

Water Safety: Comfortable operating kayaks/canoes; strong familiarity with water and boat safety protocols.

Communication: Excellent written, oral, interpersonal, and group coordination skills.

Software: Experienced user of Excel, ArcGIS, Microsoft 365, PowerPoint, among other software applications and online platforms.

Requirements: Valid driver's license and a reliable personal vehicle.

Benefits

Personal days. Federal Holidays are recognized. One week of paid vacation during the winter office closure.

Upon tentative conversion to permanent status, the employee becomes eligible for a comprehensive benefits package including holidays, vacation, and health care reimbursement.

The Values We Place upon Working Together

- **Mission First:** Every resource and activity directly serves our watershed and membership.
- **True Collaboration:** We find strength in unity; we support each other across all organizational tasks.
- **All Hands-on Deck!** We operate with a shared-responsibility mindset — "Not my job" is not spoken here.

To Apply

Submit a tailored cover letter and current resume directly to Executive Director Karla Rossini at Karla.Rossini@CUMauriceRiver.org.

In your cover letter, please clearly highlight:

- Your specific interest in the Wild and Scenic Maurice River and/or *Down Jersey*.
- Relevant fieldwork, data tracking, or volunteer leadership experience.

For questions regarding the position, contact Karla Rossini at (856) 300-5331.