

Working Title: Regional Aquatic Invasive Species Coordinator

Classification Title: Water Resource Management Specialist Senior - FTE

Purpose of the Position:

Lead delivery of the aquatic invasive species (AIS) program in the northern part of the state. Coordinate and communicate management priorities and provide technical and educational assistance to staff and external program partners. Implement strategies designed to reduce the movement of AIS through pathways into and among assigned territory as identified in the Department's AIS Management Plan. Inventory pathway users, design outreach campaigns, monitor the effect of the program, and seek compliance. Lead and participate in AIS monitoring and response actions in lakes, streams, and wetlands based upon program needs and the discovery of regulated species.

Geographic Scope and Travel Requirements:

This position will be stationed in North District and will be asked to travel throughout assigned territory to meet with local, state, and federal agency staff and coordinate AIS activities. Occasionally, travel may be statewide and may be asked to travel out of state to represent Wisconsin at conferences, meetings or receive training to improve their AIS knowledge and skills.

Scope of Authority:

This position will be supervised by the North District Natural Resources Basin Supervisor. The individual will not supervise anyone but will work closely with DNR District staff.

Time % Goals and Worker Activities

45% A. Serve as DNR Regional AIS Coordinator (for assigned geographic area) responsible for communicating and coordinating AIS priorities, work activities, and program technical support across DNR programs and partners

- A.1 Develop guidance and provide complex technical assistance to other DNR staff and partners for the prevention, containment, and control of aquatic invasive species and the administration of NR 40 Invasive Species Identification, Classification, and Control.
- A.2 Provide technical assistance for AIS Planning and Control Grants and lead administration of all other AIS surface water grants (LMPN, AIRR, Prevention & Education). Grant administration duties include project development, oversight, and evaluation.

- A.3 Administer cooperative agreements with Partners participating in the Lake Monitoring and Protection Network (LMPN) for the delivery of core AIS services including contract assistance, evaluation, and oversight.
- A.4 Participate and contribute to federal grant proposal scope development, implementation, and reporting.
- A.5 Provide outreach and support for Department AIS prevention campaigns including Clean Boats, Clean Waters (CBCW) subprogram.
- A.6 Lead specific work areas and participate in Lake/AIS Partnership activities (e.g. AIS Partnership meetings, Lake Partnership meetings, Lakes Convention, etc.) Attend AIS Team meetings and training sessions.
- A.7 Provide oversight to limited term employees.
- A.8 Participate in district and state-wide team meetings, and training for AIS Specialists.
- A.9 Collaborate with Statewide Aquatic Invasive Species Coordinator.

20% B. Coordinate and conduct AIS response actions in assigned geographic areas, and other areas as assigned by supervisor, following the Wisconsin DNR Response Framework for Invasive Species (Framework) and Communication Protocol

- B.1 Train DNR and AIS Network Partners staff on the implementation of the Framework.
- B.2 Assemble response teams and lead high profile AIS response actions.
- B.3 Work with the Office of Communications and Statewide AIS Coordinator to develop talking points and other outreach to effectively communicate about AIS response actions.
- B.4 Complete documentation, data entry and reporting on AIS response actions.
- B.5 Integrate with other programs regarding the transport and movement of AIS (water transfer requests) and the Boat, Gear, and Equipment decontamination and Disinfection Manual Code Protocol.
- B.6 Provide support to other programs and review AIS monitoring and control plans.

10% C. Develop and implement strategies to reduce the movement of AIS through pathways identified in the Wisconsin AIS Management Plan.

- C.1 Participate in development of AIS policy and guidance.
- C.2. Lead policy development for assigned pathway responsibilities.
- C.3 Lead implementation of AIS pathway response and targeted monitoring efforts according to established protocols, including pet store monitoring or pathway monitoring requested by the federal government.
- C.4 Work with partners and other staff to enter data into SWIMS and ensure data are entered correctly (quality assurance).

10% D. Coordinate and implement the Department's AIS monitoring strategy.

- D.1 Identify, design, and coordinate implementation of local priority AIS monitoring projects in assigned geographic area, including working closely with other district biologists.
- D.2 Conduct training to assure DNR and Network partner staff and volunteers are competent in AIS monitoring, reporting, and disinfection protocols.
- D.3 Assure AIS monitoring data is entered and required reporting completed.
- D.4 Assure all assigned field gear, safety, and monitoring equipment, including boats, motors, and disinfection equipment, are maintained in good working order.

10% E. Teamwork, Safety, Training and Organizational Responsiveness

- E.1 Conduct all activities of the position in accordance with Safety Guidance.
- E.2 Perform other duties as assigned by Supervisor.
- E.3 Perform other position-related duties as assigned.

5% F. Assist with aquatic invasive plant permit and plan review, as needed.

- F.1 Assist, as needed, with NR107 and NR 109 implementation involving AIS.
- F.2 Assist, as needed, in review of Aquatic Plant Management (APM) plans involving AIS.

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Position Requirements: Wisconsin Driver's License; Wisconsin Boater's Safety

Knowledge, Skills and Abilities

- Skill in effective relationship and partnership building.
- Ability to work cooperatively with teams/groups to accomplish a shared goal.
- Skill in effectively planning and setting of work priorities and managing multiple workload responsibilities.
- Ability to work well independently and is self-motivated to take action to meet critical organizational/program/unit goals.
- Skill in effective written and oral communication.
- Skill in complex problem solving in a variety of situations.
- Knowledge of Wisconsin Lakes and AIS Partnerships goals and objectives.
- Knowledge of water resources monitoring methods including but not limited to water sampling, collection and identification of aquatic plants, invertebrates (mussels, crayfish and snails) and fish.
- Knowledge of common and rare aquatic, wetland and riparian species in Wisconsin including but not limited to purple loosestrife, Phragmites, Japanese

knotweed, Eurasian water milfoil, curly leaf pondweed, zebra and quagga mussels, Chinese mystery snail, spiny waterflea, red swamp crayfish and round goby.

- Knowledge of NR 40, the Clean Boats Clean Waters Program, Citizen Lake Monitoring Program, Purple Loosestrife Biocontrol Program and Project RED objectives and the SWIMS database.
- Knowledge of NR 107 and NR 109.

Physical Requirements & Environmental Requirements: This individual will be expected to be physically capable of training department staff and stakeholders on AIS monitoring techniques. This individual will also be required to carry light to moderately heavy equipment for monitoring or for presenting information to audiences. This individual should be capable of swimming/snorkeling for an extended period of time. Work will be expected to be both indoors and outside potentially in challenging weather conditions.

Equipment Used: Computers, monitoring equipment, snorkel gear, boats and motors, canoes, vehicles, and audio-visual equipment will be a part of these positions.