



New York State
Parks, Recreation and
Historic Preservation

Position Vacancy, 2026

Title: Research Support Specialist (Lead Boat Steward, two positions available)

Program Mission and Background: The program is possible through an agreement between SUNY ESF and NYS Office of Parks, Recreation and Historic Preservation. The Watercraft Inspection Program is a public education program whose goal is to prevent the spread of aquatic invasive species (AIS) through voluntary watercraft inspections and educational outreach. The 2026 program will include one Program Coordinator, two Lead Boat Stewards (this position) and 20 summer seasonal Boat Stewards (Stewards) who will be working at the boat launch sites across New York State.

Position Type: Summer seasonal appointment May 2026 - September 2026. Work hours are Friday-Monday, 8:00am-6:30pm. Weekends and holidays are mandatory.

Compensation: The rate of pay is \$23.48 per hour. This position does not include health care benefits or paid vacation and personal leave.

Position Location: State University of New York, College of Environmental Science and Forestry, Syracuse, NY

Duties and Responsibilities:

- Attend and help facilitate mandatory three day training at Fair Haven Beach State Park May 16th-18th.
- Serve as direct supervisor for 10 Stewards.
- Responsible for Steward scheduling, event attendance coordination and any necessary problem solving.
- Visit Stewards regularly in the field; replenish supplies, outreach and promotional materials as needed.
- Work with the Program Coordinator and Project Manager to coordinate monthly trainings, group projects, and attendance at outreach events.
- Work with the SUNY ESF project personnel to facilitate collection of AIS specimens and water samples from Stewards.
- Conduct QA/QC protocols for data collected; verify identification of AIS specimens that the Stewards collect.
- Communicate with the Stewards, Program Manager and Park Managers/staff regarding schedules, regional events and possible issues.
- Participate in weekly check-in conference calls with the Program Coordinator and Project Manager.
- Be available for supervisees to contact anytime they are working.
- Assist with data analysis and report writing during and after the field season.
- Inventory, organize and manage supplies needed for use during the field season.
- Occasional overnight and after hours travel required. A rental vehicle will be provided.
- Perform additional duties related to the program as they occur.

Required Qualifications:

- Completed a bachelor degree in natural resources, biology, environmental studies, recreation, education, another related field or equivalent experience.
- Strong organizational and communication skills; ability to interact with the public and strong problem solving skills.
- Driver's license in good standing.
- Proficiency using Microsoft Office, tablet computers, and geographic information systems software.

- Ability to lift and move 50 pounds.

Preferred Qualifications:

- Familiarity with watercraft inspection steward programs and/or general environmental education programming.
- Basic knowledge of aquatic invasive species and identification skills.
- Supervisory and leadership skills.

Application Procedure: Send a **resume, cover letter, and three references** as one attachment to mbroda@esf.edu. Please contact Mallory Broda (mbroda@esf.edu; 585-735-8789) or Professor Kimberly Schulz (kschulz@esf.edu; 315-470-6808) with any questions pertaining to the position. Applications are due March 1st.