



NYC Parks

CITY OF NEW YORK PARKS & RECREATION
SEASONAL JOB VACANCY NOTICE

Office Title: Monitoring Crew Leader

Civil Service Title: Community Coordinator

Work Location: TBD

Duration: October 2025 to June 30, 2026

Salary: \$34.41/per hour. 35 hours per week

Positions: 1

NYC Parks is the steward of over 30,000 acres of land — 14 percent of New York City — including more than 5,000 individual properties ranging from Coney Island Beach and Central Park to community gardens and Greenstreets. We look after 600,000 street trees, and two million more in parks.

The mission of the Division of Environment and Planning is to protect, restore, expand and manage New York City's natural spaces and green infrastructure to maximize their benefits to both ecological function and quality of life. The Division is responsible for planning, citywide urban forestry, ecological restoration, and horticulture initiatives. Our core values are: Champion Urban Nature, Apply Science and Embrace Innovation, Be Respectful and Inclusive, and Advance an Ecological Legacy.

Employees who work for 6 months or longer are eligible for healthcare benefits. All seasonal employees earn sick and annual leave. All employees receive free membership to our recreation centers.

MAJOR RESPONSIBILITIES

- Under supervision, with latitude for independent initiative and judgement, provide technical and field assistance for the monitoring and assessment of natural resources throughout the city.
- Supervise monitoring staff that conduct ecological and other monitoring in natural area parkland across New York City.
- Manage a variety of vegetation, wildlife, and other monitoring projects aimed at improving protection, management, and restoration of wetland, grassland, and forest habitat in NYC Parks.
- Maintain high standards of quality and attention to detail, particularly in the identification of plants in restored and existing ecosystems, both individually and as a team.
- Accurately locate study areas using a GPS or other handheld device and use ArcGIS software to document spatial data.
- Document, download, and edit field data daily or as needed on handheld devices or paper datasheets.
- Manage data entry, QA/QC, and analysis as needed.
- Prepare maps, figures, and final reports about scientific information and results to submit to senior staff and collaborators.
- Manage inventories for field equipment and supplies and ensure that equipment is in good working order.
- Supervise and mentor interns and field staff and provide training in data collection methodologies and use of technical equipment.

QUALIFICATION REQUIREMENTS

1. A baccalaureate degree from an accredited college and two years of experience in community work or community centered activities in an area related to the duties described above; or
2. High school graduation or equivalent and six years of experience in community work or community centered activities in an area related to the duties as described above; or
3. Education and/or experience which is equivalent to "1" or "2" above. However, all candidates must have at least one year of experience as described in "1" above.

PREFERRED SKILLS/QUALIFICATIONS

1. Bachelor's degree in environmental science, ecology, natural resource management or a related field OR strong plant identification skills
2. Excellent communication, interpersonal, organizational, and writing skills.
3. Supervisory experience, especially in field work.
4. Strong computer skills, including Microsoft Office suite, Adobe Creative Suite, GIS.
5. Demonstrated commitment to public service and the environment.
6. Demonstrated ability to work well in a team and independently.
7. Valid in New York State driver license.

Residency in New York City, Nassau, Orange, Rockland, Suffolk, Putnam or Westchester counties required for employees with over two years of city service. New York City residency required within 90 days of hire for all other candidates.

Fees: Hired candidates will be subject to a processing fee of \$85.00. Hired candidates who are not currently employed by the City will be subject to a \$101.25 background check fee.

HOW TO APPLY

Apply Here [Monitoring Crew Leader](#) OR

Go to cityjobs.nyc.gov and search for Job ID# 724459.

All applicants must apply via cityjobs.nyc.gov. The City is no longer using ESS to accept applications.

Parks & City Employees: Include your ERN on your cover letter and resume.

POST DATE: 08/08/2025

POST UNTIL: FILLED

References will be required upon request. We appreciate the interest of all applicants. Only candidates selected for an interview will be contacted.

nyc.gov/parks

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TELECOMMUNICATIONS DEVICE FOR THE DEAF: (212) 504-4115

For information about applying for Civil Service Exams go to: [Civil Service Exams - Department of Citywide Administrative Services \(nyc.gov\)](#)