



NYC Parks

CITY OF NEW YORK PARKS & RECREATION
SEASONAL JOB VACANCY NOTICE

Office Title: Wetlands Project Coordinator
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.

Environment and Planning division aims to protect, restore, and expand New York City Parks including green spaces and natural areas to maximize their benefits for environmental and community health and resilience. The Natural Resources Group's mission is to protect, restore, expand, and manage New York City's over 12,000 acres of natural spaces and green infrastructure across the five boroughs, including forests, grasslands, and wetlands.

Employees who work for 6 months or longer are eligible for healthcare benefits.

MAJOR RESPONSIBILITIES

- Under general supervision, with latitude for independent initiative and judgment, provide technical and field assistance in the restoration, protection, and management of natural areas parkland across New York City.
- Coordinate and conduct ecological and ecological monitoring and data collection in one of three focus areas: 1) salt marshes, 2) streams, freshwater wetlands, and lakes, or 3) aquatic ecology, including fish and water quality.
- Conduct wetland delineations to inform restoration and protection.
- Assist in identifying opportunities for restoration and protection, including stormwater management opportunities and capital and crew-led restoration projects.
- Assist in preparing permit applications for ecological restoration and stormwater management.
- As needed, assist in community engagement including public meetings and stewardship events.
- Provide technical design review and support construction supervision for Capital projects.
- Use software, such as ArcGIS, Python, and R, to map, visualize, and analyze data.
- Collaborate with multiple stakeholders in an interdisciplinary and governmental context to achieve project goals.
- Prepare maps, technical reports, and presentations for technical and public audiences.

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
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
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. A degree with a specialization in natural resource management, environmental science, or a related field.
2. Knowledge of wetland and aquatic ecology, ecological restoration, and stormwater best management practices.
3. Ability to work under adverse conditions (heat, early/late hours, inclement weather, muddy and/or wet conditions).
4. Certificate in wetland delineation.
5. Experience in field data collection in one of these areas: 1) salt marshes 2) streams, freshwater wetlands and lakes or 3) aquatic ecology.
6. Excellent inter-personal skills, including the ability to work independently and part of a team.
7. Excellent leadership, analytic, communication and writing skills.
8. Experience with GIS, spatial analysis and statistical tools.
9. Valid 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 for all other candidates within 90 days of hire.

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 [Wetlands Project Coordinator](#) OR Go to cityjobs.nyc.gov and search for Job ID# 724463.

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 \(nyc.gov\)](#)