



Florida  
Oceanographic  
Coastal Center

## Employment Opportunity

### Operations Technician

Full-time position available immediately

Florida Oceanographic Coastal Center is a marine environmental education center located on Hutchinson Island along the Indian River Lagoon in Stuart, FL. The lagoon is the most biologically diverse estuary in North America. The Coastal Center has access to beaches and dunes, hardwood hammocks, mangrove marshes, seagrass beds and reefs. Florida Oceanographic's mission is to inspire environmental stewardship of Florida's coastal ecosystems through education and research.

#### Position Summary

The Operations Technician is responsible for general operations and maintenance of all facilities including buildings, exhibits, signage, displays, nature trails, landscape plantings and grounds under the direction of the Operations Manager. This position is responsible for daily and routine property and grounds upkeep, minor repairs to facilities and equipment and assisting with aquariums operations, maintenance and repair. The Operations Technician is supervised by the Operations Manager and works with volunteers and staff to maintain an atmosphere of excellence at the Coastal Center

#### Position Responsibilities

1. Perform daily site and facility inspection and upkeep to ensure the Coastal Center is clean, safe, and ready for opening and closing each day.
2. Perform routine waste disposal including trash and recycling at all facilities and pavilions.
3. Perform daily inspections of nature trails; repair and maintain all trails for safe visitor usage.
4. Maintain clean and safe work areas at all times while performing daily assigned duties including storage of all materials, tools, equipment and supplies.
5. Perform minor repairs to broken or damaged equipment and facilities including exhibits and nature trails.
6. Assist with managing invasive plants on designated Florida Oceanographic sites.
7. Supervise and train volunteers to assist in maintenance, repair and operations.
8. Perform other duties as assigned by the Operations Manager or Chief Operating Officer.

#### Salary and Benefits

- Full-time hourly position. Pay commensurate with experience.
- Benefits include medical insurance, 401(k) retirement plan, and paid vacation, sick leave, personal leave, and holidays after completion of 60 day introductory period.

#### Qualifications

- High school diploma, degree from accredited university or college desirable. Minimum 3 years experience.
- Ability to work independently with minimal supervision. Self-motivated, organized individual.
- Skilled at operating tools, power equipment and light machinery, ability to lift 50 lbs and ability to perform lifting, cleaning and other tasks.

**To Apply:** This position is open until filled and reports to the Operations Manager. To learn more about FOS please see our website [www.fos-cc.org](http://www.fos-cc.org). Send completed application, resume and cover letter to [glunsford@fos-cc.org](mailto:glunsford@fos-cc.org).