



## EMPLOYMENT OPPORTUNITY

Response Date: February 10, 2021

Catena is a small environmental consulting firm based in Billings, Montana. Most of our clients are involved in the energy industry (wind power) or the mining industry (coal, limestone, phosphate) or are developing linear facilities (powerlines or pipelines). Our staff members hold part-time and full-time positions with technical expertise in wildlife ecology, wetland ecology, soil science, reclamation, surface and groundwater monitoring, archaeology, and sociology. Our current and past employees all have worked from home, which works well considering much of our work is in the field in central Montana. Our biological services primarily relate to performing field studies (monitoring and reporting), preparing environmental permit applications, and conducting due diligence investigations.

We are currently seeking one or two candidates for part-time or full-time employment. Near-term projects will include preconstruction studies for wind energy projects (avian focus) and baseline wildlife and hydrology studies for a large mining project. Somewhat generic job descriptions, including a more diverse (combined) option, are provided below.

- **Field Biologist (Avian Emphasis):** Primary responsibilities include conducting avian use (point count) surveys and raptor nest surveys/monitoring. Over the course of the year, investigations of other terrestrial wildlife are also conducted, with more emphasis on species of concern than big game. Catena's work is year-round (4 seasons, 12 months), with seasonal peaks coinciding with raptor, lek, and breeding bird surveys (March 1-July 15). Vehicle, ATV, and pedestrian surveys are most common, but surveys may also be conducted via aircraft (fixed wing or helicopter) or snowmobile. Work is remote and is typically conducted in 3-7 day field trips with overnight stays in towns nearest to the projects, followed by several days off. Graduate students and others seeking part-time and seasonal employment should consider applying, particularly if located in Bozeman, Livingston or surrounding areas. It may be possible for experienced part-time job-seekers to work as little as a few days a month, following training, although persons with greater availability are preferred. Candidates seeking only full-time positions or positions with potential to develop into full-time should also submit applications.
- **Environmental Technician (Hydrology Monitoring, with Aquatics/Wetlands Opportunities):** Primary responsibilities include conducting monitoring of surface and groundwater to assess water quantity and quality. Monitoring is conducted year-round and is expected to be necessary for several years. Successful candidates will have an interest in hydrology with technical knowledge related to aquatics, wetlands, or related biological field and the position offers opportunity for training as a wetland scientist. There is also opportunity to participate in or implement aquatic (macroinvertebrate) studies. This position offers great opportunity for training and advancement. We are only seeking candidates with potential for long-term employment based in Billings, Montana.
- **Environmental Scientist:** It is possible that a single candidate could be hired in a position combining aspects of both positions described above, particularly a candidate skilled at identifying avian species and with an interest in conducting a wider range of environmental studies (with training or as a team member).



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**The job descriptions and terms of employment are flexible.** Selection will depend on the knowledge, skills, interests and availability of applicants. Catena adjusts staffing and responsibilities to satisfy our clients' needs and pursue new opportunities suited to our employees. Part-time or seasonal employment has potential for development to a full-time position, particularly for individuals with relatively wide range of knowledge, skills, and interests and the energy to help pursue new opportunities. Compensation is negotiable and depends on the individual and work to be performed. Work could begin as early as March 1 or later in 2021, depending on the individual.

While we have flexibility in the job description and terms of employment, any successful candidate must meet the following minimum requirements:

- Undergraduate degree in an environmental field or other degree with relevant experience.
- Able to work long days in the field in inclement conditions.
- Attention to detail.
- Able to follow written instructions.
- Able to work independently and be a "self-starter".
- Excellent written and verbal communication skills.
- Able to operate a four-wheel drive vehicle.
- Familiarity with Windows computers and software.
- Ability to operate and navigate with a GPS unit.

Familiarity with geographic data and related software (ArcGIS, Google Earth, Avenza, etc) is a plus, but is not required.

See application requirements on the next page.



## APPLICATION REQUIREMENTS

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Interested persons should submit the following information to [jobs@catenaconsulting.com](mailto:jobs@catenaconsulting.com) with the subject line "Catena Employment" by **February 10, 2021**.

1. Cover letter (max 3 pages). Professional letter, not an email. Tell us the following:
  - Position you are seeking. We can be flexible, tell us what you want so we can see how you might fit in with our team.
  - Your current circumstances (student, grad student, unemployed, other).
  - Personal and professional interests.
  - Who are you? Help us get to know your personal background and values.
2. Resume (max 4 pages) that includes each of the following:
  - Full name and contact information
  - Education:
    - Universities
    - Degree(s), year graduated, GPA
    - Thesis topics/titles (as applicable)
  - Work History, complete for past 5 years. For each job provide:
    - Employer Name and Location
    - Dates of Employment
    - Description of responsibilities

*Note: Provide a complete history, but emphasize experience related to potential employment with Catena.*
  - List skills with which you are proficient:
    - Software such as Word, Excel, Access, ArcGIS Desktop, R, other.
    - Technical skills such as avian species identification, plant identification, soil taxonomy, water quality meter operation, stream gauging, well monitoring.
    - Field or other work skills such as, ATV or snowmobile operation, backcountry survival, CPR, first aid, MSHA safety training, photography.
    - Other skills/experience – what sets you apart? Go ahead and boast, but be honest.
3. References
  - Two Professional references, names and positions.
  - One Personal reference, name and relationship (not a relative)