



## VOLUNTEER JOB DESCRIPTION

**TITLE:** *Albany Pine Bush Certified Seed Collector*  
**SUPERVISOR:** Albany Pine Bush Preserve Steward & Botanist  
**LOCATION:** Preserve-wide

The APB Certified Seed Collector is an important and greatly appreciated volunteer position, essential to maintaining the integrity of the Albany Pine Bush Preserve as a globally rare ecosystem.

Consisting of approximately 3,300 acres, the Preserve supports a globally rare inland pine barrens ecosystem which is home to more than 75 species of rare and endangered plants and animals. Of the 3,300 acres of protected land, only two thirds of the acreage currently supports pine barrens habitat. The other third requires restoration with the intention of eradicating non-native vegetation and re-vegetating with native species. In order to maintain the unique ecotypes of plant species located in the Albany Pine Bush, we have committed to utilizing only sources of seed that originate in the Glacial Lake Albany footprint for all of our restoration work. This means that the many pounds of native seed required for restoration planting must be hand collected by preserve staff and volunteers. The APB Certified Seed Collector helps in this regard by scouting for native seed patches throughout the Albany Pine Bush Preserve, collecting ripe native seed, and leading volunteers on weekend seed collecting trips.

In order to become a Certified Seed Collector, volunteers must complete a minimum of 7 hours of classroom and in the field training. Topics discussed during training sessions will be: basic botany, plant identification, seed species ID, seed collecting notes, invasive species ID, APB rules and regulations, logistics of seed collection, and working with volunteers

### **DUTIES OF THE APB Certified Seed Collector**

1. Visit the Albany Pine Bush Preserve frequently and explore primarily off trail areas to identify and report good seed collecting areas.
2. Maintain an observant watch on seed collection areas; record species flowering time, and seed development notes.
3. When seed is ripe, collect as much seed as possible according to APB collection procedures.
4. Lead volunteers on at least two weekend seed collection days to be advertised on the APB website. Certified Seed Collectors are responsible for some preparation work related to the volunteer seed collection days including site location and obtaining paperwork and materials required for the day. At the beginning of each volunteer seed collection day, introduce the values and mission of the Albany

Pine Bush Preserve, review preserve safety guidelines and emergency procedures with volunteer participants and make sure that each volunteer participant fills out an information form and signs a liability and release form.

5. Help recruit volunteers to assist during both regular seed collection duties, and volunteer seed collection days.
6. Keep careful track of amounts of seed collected.
7. Visit preserve at least once annually with the stewardship staff.
8. Have a great time while helping to further our goal of restoring the pine bush!

### **TRAINING REQUIREMENTS**

1. Attendance at all training sessions is mandatory, training Sessions will be held at the following times: Tuesday, May 30, 2017 6:30pm-8:30pm; Thursday, June 1, 2017 6:30pm-8:30pm; and Saturday, June 3, 2017 9am-12pm. The first two sessions will be indoors, the third session will be outdoors rain or shine, so please dress appropriately. We will meet for all training sessions at the Pine Bush Discovery Center located at 195 New Karner Road, Albany, NY 12205.
2. Required Materials: Attendees must purchase and bring a copy of Newcomb's Wildflower Guide by Lawrence Newcomb, ISBN # 0316604429 to all training sessions\*. New, these books should cost around \$20, used they can be found online for as little as \$10 (check [www.addall.com](http://www.addall.com) and search by ISBN #). Additionally, attendees should bring a pen/pencil and something to take notes on. A hand loupe or magnifying glass may be helpful for plant ID, but is not required.

### **JOB REQUIREMENTS**

1. Commitment to the mission of the Albany Pine Bush Preserve.
2. Good interpersonal and leadership skills.
3. Attendance at all training sessions.
4. After training, demonstrated competence at native seed species ID
5. Sufficient physical fitness to walk preserve grounds.
6. **Willingness to make a minimum one year commitment.**

### **CONTACT:**

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\* If purchasing your own copy of Newcomb's Field Guide constitutes a financial hardship, we do have a few copies available to be loaned out on a yearly basis.