



**EAST BAY REGIONAL PARK DISTRICT
invites applications for the position of:**

Ecological Services Coordinator

SALARY: \$44.23 - \$49.63 Hourly
\$7,187.38 - \$8,064.88 Monthly

OPENING DATE: 04/25/18

CLOSING DATE: 06/13/18 05:00 PM

THE POSITION:

The East Bay Regional Park District (District) is a system of beautiful parklands, trails, rolling hills and lakes. We have a great opportunity for a highly motivated individual who enjoys the outdoors and has a passion for working in the field of science-based park management, regulatory compliance, and habitat restoration.

We are currently seeking an Ecological Services (Coordinator) to join the Stewardship Administration Department. Under the general supervision of the Environmental Services Manager, the Coordinator will work with state and federal regulatory agencies to obtain legally binding permits, biological opinions, and authorizations for a wide variety of projects involving water resources and sensitive species.

The Coordinator will also be charged with ensuring environmental compliance and reporting on post-project impacts including monitoring, researching, and surveying wildlife and sensitive habitats. The position also advises District internal departments by providing ecological information and recommendations on avoidance and minimization measures.

If this interests you, and aligns with your current skill set, please apply and be a part of the largest regional park district in the nation.

Free onsite parking is available, and pension and health benefits are managed by the California Public Employees' Retirement System (CalPERS). So what are you waiting for? Come and discover beautiful moments!

Vacancy Situation: The Park District currently has one vacancy located at the Administrative Office in Oakland, CA.

ESSENTIAL FUNCTIONS:

Conducts field assessments, wildlife surveys, determining project impacts, developing and recommending project prescriptions, consulting with resource and regulatory personnel, negotiating and implementing mitigation measures, and working on legal Memorandum of Understandings issued by State, Federal, and regulatory agencies.

Conducts field and resource assessments of listed species to assist, complement, and support the District's wildlife management, recovery, and enhancement plans.

Monitors, researches, surveys, and implements management plans pertinent to the District's wildlife populations.

Provides information to internal departments for decision making, such as, land use development plans, proposed land acquisitions, capital development, and maintenance projects.

Coordinates with outside contractors, and the CA Department of Fish and Game on the implementation of feral animal management.

Possesses regulatory permits from resource and regulatory agencies for wildlife species that occur in the Regional Park District lands.

OTHER FUNCTIONS AND DUTIES

Coordinates joint wildlife related projects of a local state and federal level.

Conducts special studies pertinent to District and Regional issues, State and Federal efforts, and public concerns to enhance and protect the District's rare, threatened, and endangered species.

Participates in Technical Advisory Committees and other groups on restoration and recovery lands projects.

Prepares contracts, request for proposals, and implements contracts. Provides wildlife information for submission of grant proposals.

Comments on state and assembly bills that may impact wildlife resources. Assists with resolving legal cases and issues.

Addresses resource issues for encroachment permits.

Coordinates and assists Public Affairs on press releases and media interviews;

Manages and provides photographic stock;

Performs other duties as assigned.

MINIMUM QUALIFICATIONS:

Education: A Bachelor's Degree in biological sciences from an accredited college or university.

Experience: Five years of professional level experience performing field and administrative work in the fields mentioned above.

ADDITIONAL INFORMATION:

Knowledge of:

- Field survey techniques for biological, ecological, and environmental principles pertaining to wildlife and resource management.

Ability to:

- Investigate, conduct and coordinate research, monitor projects, analyze biological data, provide recommendations, and help develop management plans;
- Negotiate and obtain regulatory permits;
- Must have experience working with CEQA, State and Federal Endangered Species Act, and regulatory agencies;
- Obtain a variety of State, Federal and Scientific Collection Permits, such as, the USACE Qualified Wetland Delineator;
- Use a variety of firearms,
- Drive a 4-wheel drive vehicle;
- Lift up to 100 pounds;
- Good physical conditioning for working rugged terrain, extreme weather conditions, tolerating poison oak, and be willing to work unusual hours;
- Experience with word processing, database, and spreadsheet programs;
- Interpret topographical and geographic information systems (GIS) based maps;
- Speak before the media and write ecological reports, as well as, mitigation measures effectively;
- Establish and maintain positive working relationships with those contacted in the course of work all levels, with a focus on quality customer service.

Conditions of Employment: A valid California State driver's license is a condition of initial and continued employment in this position. In addition to the regular work schedule, this position may require availability to work evenings and/or weekends to attend meetings and trainings as needed.

Application materials for this position consist of two (2) required parts: 1. East Bay Regional Park District application submitted on online and 2. Completion of the supplemental questions.

Apply prior to the closing time of the job announcement and allow at least an hour to submit your application if you are a new user on the system. APPLICATIONS ARE ACCEPTED ONLINE ONLY. Our on-line application system is provided by NeoGov. If you have problems while applying online, please contact the Help Desk at (855) 524-5627.

Notification: All applicants will be notified of the disposition of their application via email, generally within two to three weeks after the closing date. You may also sign into your governmentjobs.com account to view your current application status and notifications.

Selection Process: The application material for all applicants meeting the minimum qualifications will be reviewed by a screening panel to select the best qualified for interview or testing. The Park District reserves the right to set up a written test, performance test, and/or other assessment devices before or after the interview process. **Possession of minimum qualifications does not guarantee an interview or invitation to test.** Pursuant to the Federal Immigration and Reform Act of 1986, all applicants who are hired will be required to provide proof of identity and appropriate work authorization documents prior to commencement of employment. The individual chosen for hire must be able to pass a background check, including a fingerprint check prior to employment. The probationary period for this classification is 9 months.

Special Testing Arrangements: If you require special arrangements due to a verified disability or medical condition, please contact the Human Resources Department at (510) 544-2154.

Tentative Date of Examination:
During the month of June, 2018

Equal Opportunity Employer:

The East Bay Regional Park District, as an equal employment opportunity employer, encourages applicants from diverse backgrounds to apply.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.ebparks.org>

Position #18-LB-51
ECOLOGICAL SERVICES COORDINATOR
LB

2950 Peralta Oaks Court
Oakland, CA 94605
(510) 544-2154

jobs@ebparks.org

Ecological Services Coordinator Supplemental Questionnaire

- * 1. The purpose of this supplemental questionnaire is to allow you to elaborate your experience; therefore, please answer the supplemental question(s) thoroughly and accurately. "See Resume," as a response will not be considered sufficient information to determine your eligibility to move forward in the selection process. Incomplete responses, false statements, omissions, or partial information may result in disqualification from the selection process. I have read and understand the statement concerning submission of supplemental questionnaire responses.
 Yes No
- * 2. Describe your ability to delineate jurisdictional waters and professional experience you've had reviewing sites/projects to determine potential impacts to regulated waters and special status or sensitive species. Provide detail for at least two projects and include the type of jurisdictional waters and types of project impacts reviewed.
- * 3. Describe your experience applying for permits to each of these agencies: US Army Corps of Engineers, State Fish and Wildlife, San Francisco Bay Conservation and Development Commission and Regional Water Quality Control Board. Describe the specific type(s) of project(s) you submitted for permit approval and your role in delineating the impacts, completing the applications and negotiating those permits with the agencies.
- * 4. Describe your experience conducting pre-construction surveys and biomonitoring for special status species during project construction.

- * 5. Describe your experience in designing, coordinating and implementing a new program or process across departments or organizations.

- * 6. Describe your experience monitoring and reporting project-related impacts to ensure regulatory compliance with existing permits or other regulatory requirements.

- * Required Question