

## EAST BAY REGIONAL PARK DISTRICT

### BOTANIST

#### GENERAL FUNCTION:

Under general supervision, analyzes the District's Wildland Vegetation Program, including monitoring special status plants and plant communities. Performs research, field, administrative and other work relating to the program.

#### ESSENTIAL FUNCTIONS:

The essential functions of this position include:

##### Survey, Inventory and Monitor Wildland Vegetation Resources

Field identification of District wild plant species and plant communities: Produce comprehensive wildland plant inventories using botanical training, experience, and technical references in order to accurately identify wildland plants and plant communities in areas of proposed land development; also to protect special status species or sensitive communities, and to work with the design, production and maintenance of the District GIS layers for wildland plant communities and special status plants.

##### Prepare and Update Maps Illustrating Vegetation Features

Mapping of vegetation resources: Interpret pre-existing maps (i.e., USGS topos, aerial photos, land ownership, GIS, etc.) to reliably locate specific items such as wildland plant communities, special status plant sites, trails, springs, boundary lines, fences, etc. Create and update project-specific paper and GIS maps of new properties, grazing leases, plant communities, sensitive plant sites, proposed development locations, and mitigation sites, using Arc/View, Adobe Illustrator, Adobe Photoshop, Adobe PageMaker, photos, GPS, and scanning portions of pre-existing maps.

##### Work with District Wildland Vegetation Databases

Validate and enter results of in-house and California Native Plant Society (CNPS) plant inventories, updating accepted scientific and common names, and cross-referencing the descriptions and illustrations in the various technical references, into the wildland plant database, the plant community database, the special status plant database, and the digital photo library of District wildland plants. Using these databases, design and produce a number of products including District-wide and park-specific wildland plant booklets for posting on the District website and in-house use; project-specific wildland plant inventory and special status reports; and special status plant and wildland plant community layers in the District GIS system for use with in-house and public map production.

#### OTHER FUNCTIONS AND DUTIES:

Other functions and duties related to this role may include the following areas of natural resources: integrated pest management, fisheries, and/or water. Performs related duties as assigned.

#### MINIMUM QUALIFICATIONS:

Education: A Bachelor's Degree from an accredited college or university, with major work in an appropriate field, i.e., Biology, Botany, Natural Resources, Environmental Sciences, and

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

OR AN EQUIVALENT COMBINATION OF EDUCATION AND EXPERIENCE

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of field survey techniques for ecological and environmental principles pertaining to vegetation and resource management, and Geographic Information System software, including ArcView. Ability to accurately identify wildland plants and plant communities; inventory, GPS, document, and maintain the populations of special status plants; conduct and coordinate research, monitor projects, analyze data, provide recommendations, and help develop management plans. Ability to drive a 4-wheel drive vehicle. Good physical conditioning for working in rugged terrain, extreme weather conditions and tolerating poison oak. Have experience with word processing, database, and spreadsheet programs; ability to interpret topographical and geographic information systems (GIS) based maps. Ability to speak and write effectively. Ability to establish and maintain positive and cooperative working relationships with those contacted in the course of work at all levels, including a culturally diverse general public, with a focus on quality service to internal staff and external customers and park users.

SPECIAL CONDITIONS OF EMPLOYMENT:

A valid California driver's license is a condition of initial and continued employment in this classification.

REPORTS TO: Wildland Vegetation Program Manager.

SUPERVISES: May supervise or provide lead direction to support staff.

Employment Category: AFSCME, Local 2428, Monthly Salary Range Effective 1/1/04: \$4,587.38 - \$5,034.25  
Formerly Titled "Administrative Analyst II"  
Revision Approved by General Manager: December 18, 2003  
Salary Revised per Joint Equity Committee Effective 1/1/04