

EAST BAY REGIONAL PARK DISTRICT

ECOLOGICAL SERVICES COORDINATOR

GENERAL FUNCTION

Under general supervision, to assist and complement the District's Wildlife Program Manager by monitoring, researching, and surveying the wildlife throughout the District: assessing District projects, consulting with regulatory agencies, and obtaining legally binding State and Federal Permits, biological opinions, and/or authorizations for a wide variety of projects. Ensures environmental compliance by monitoring construction projects. Provides valuable ecological resource information that affects decisions made by internal departments.

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. Supervises interns and volunteers; acts for Wildlife Program Manager, and performs other duties as assigned.

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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.

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

KNOWLEDGE, SKILLS & ABILITIES

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. Ability to negotiate and obtain regulatory permits. Must have experience working with CEQA, State and Federal Endangered Species Act, and regulatory agencies. Must have the ability to obtain a variety of State, Federal and Scientific Collection Permits, such as, the USACE Qualified Wetland Delineator. Ability to use a variety of firearms, drive a 4-wheel drive vehicle, and 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. Have experience with word processing, database, and spreadsheet programs; ability to interpret topographical and geographic information systems (GIS) based maps. Ability to speak before the media and write ecological reports, as well as, mitigation measures effectively. Ability to establish and maintain positive working relationships with those contacted in the course of work all levels, with a focus on quality customer service.

Employment Category: AFSCME, Local 2428, (\$4,473-\$4,896)
Adopted by Board: February 1, 2000
Resolution No. 2000-2-20