

EAST BAY REGIONAL PARK DISTRICT

FISHERIES PROGRAM MANAGER

GENERAL FUNCTION:

Under administrative supervision, to design, implement, and manage the District's freshwater fisheries within the District's parks and the estuarine/marine fisheries adjacent to the District's shorelines, including all fin fish species; coordinates management of other aquatic species (i.e., amphibians and aquatic reptiles) with Wildlife Program Manager.

ESSENTIAL FUNCTIONS:

The essential functions of this position include, but are not limited to:

Program Administration

Administer program through written, telephone, e-mail, FAX, and personal communications and correspondence with EBRPD office and field staff, consultants, contractors, vendors, outside agencies, professional organizations, media representatives, and the public to develop, coordinate, recommend, and implement management plans, policies, and procedures which support a self sustaining gamefish and native population of fish and amphibians that meets the District's ecological goals as well as provides recreational opportunities for park users; respond to requests for information; prepare articles for the biweekly "Angler's Edge" and develop commentary for the District's automated park telephone information line; develop and implement plans to provide adequate sport fish for anglers based upon revenue projections; develop data bases, spreadsheets, and reporting formats; prepare Board material, reports, resolutions, and budget input. Maintain records and files relating to the Fisheries program, e.g., surveys, projects, and contracts.

Field Activities

Collect data in order to determine the population trends of self-sustaining gamefish, other native fish, and aquatic weeds throughout the District's lakes, ponds, streams, and shoreline areas; assist in organizing and conducting District fishing events, such as clinics, free fishing days, special children's derbies, and other special events; conduct angler surveys and a creel census at District lakes; remove or oversee the removal of non game fish, bullfrogs, and other inappropriate species from District ponds and lakes; determine presence of unwanted aquatic weed species; rescue fish, amphibians, and reptiles from confinements which are drying out or otherwise present an unnatural or predator-prone environment.

Program Development and Implementation

Schedule, order, and record all fish plants and revenues associated with the Cooperative Fish Stocking Agreement; prepare annual reports on the District's fishing revenue and plant program; develop and implement plans to protect and enhance native fish, amphibian, and reptile populations inhabiting District lands; formulate and oversee special fishing facilities, such as trout ponds and dumpster fishing; develop plans to manage or reduce unwanted aquatic weed species; assist in the planning and development of District water-based recreation parks and facilities, and master plans; design and conduct fish habitat workshops for the public to enhance naturally reproducing fish populations; organize and lead special work days to improve fishery habitats; distribute and oversee District fishing access permit sales to outside vendors.

OTHER FUNCTIONS AND DUTIES:

Other functions and duties related to this role will include: Coordinate and supervise the work of Student Aides, Interns and temporary employees; develop public educational materials about fishing and maintaining healthy fisheries; represent the District on various multi-agency groups and committees; work closely with volunteers, Scouts, and fishery angler organizations; perform related duties as assigned.

MINIMUM QUALIFICATIONS:

Education: Bachelor's Degree with major course work in Fisheries, Aquatic Resources, or a closely related field; and

Experience: Five years of experience managing fisheries resources, including one year of supervisory experience.

OR AN EQUIVALENT COMBINATION OF EDUCATION AND EXPERIENCE

KNOWLEDGE, SKILLS & ABILITIES:

Knowledge of fish sampling and fisheries analysis techniques; familiarity with fresh water and wetland fish, amphibian, and reptile species; knowledge of pertinent laws and regulations regarding fisheries; familiarity with the Endangered Species Act; knowledge of word processing, data base system, and spreadsheet software. Ability to provide program leadership; develop solutions to operational and regulatory issues; develop budgets and project revenues; communicate effectively both orally and in writing; work independently as well as in a team environment; develop and maintain productive and cooperative working relationships with District management and staff, other agencies, contractors, and consultants. Ability to work outside and alone in parks and on lakes, ponds, and streams in all types of weather. Ability to swim and to operate a boat.

SPECIAL CONDITIONS OF EMPLOYMENT:

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

REPORTS TO: Stewardship Manager

Employment Category: Management, Range MG02
Replaces "Fisheries Specialist"
Adopted by Board: 02/02/1988
Revision Adopted by Board: 03/21/2000

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