



## Habitat Management Program

### Staff Job Description: **Restoration Ecologist**

#### **Job Description**

The Restoration Ecologist develops and oversees habitat restoration and invasive plant control projects in the Carlsbad Hydrologic Unit with an emphasis on restoration efforts that support enhancement of sensitive habitats. Responsibilities include grant writing and management, budgets management, subcontracting, permitting, construction oversight, reporting, and biological monitoring. S/he reports to the Resource Management Director and is an ambassador for the Conservancy on habitat restoration efforts.

#### **The Organization**

The mission of San Elijo Lagoon Conservancy is to protect and restore resources of the San Elijo Lagoon Ecological Reserve, its watershed, and related ecosystems. The geographic sphere of influence includes the Reserve, the Escondido Creek Watershed, and the Carlsbad Hydrologic Unit in coastal, northern San Diego County. The Conservancy's Habitat Management Program utilizes volunteers and habitat management professionals to monitor ecological parameters, control invasive species, and restore native habitats in the San Elijo Lagoon Ecological Reserve and the wider Carlsbad Hydrologic Unit.

#### **Duties & Responsibilities**

- Program Planning
  - Work with Resource Management Director to define short- and long-term objectives for habitat protection and enhancement and invasive species control.
  - Work with SELC staff and partners to develop, prioritize, and implement habitat restoration projects in the San Elijo Lagoon Ecological Reserve and the Carlsbad Hydrologic Unit.
- Project Implementation and Oversight
  - Collaborate with private and public landowners, project partners, funding agencies, and permitting agencies to develop and implement projects.
  - Secure and maintain necessary permits and other environmental documents for restoration work.
  - Ensure restoration projects are technically sound and environmentally sustainable.
  - Oversee project implementation, including budgets, subcontracting, permitting, invoicing, construction oversight, reporting, and monitoring.
  - Manage Right-of-Entry database to conduct restoration activities on private and public lands.
  - Conduct on-site management of restoration projects.
  - Manage GIS and other Habitat Management Program habitat, ecosystem, and project data.
  - Utilize GIS technology to document and track restoration work, make maps, and compile and analyze data.
  - Identify and secure funding for projects from public and private entities.
  - Ensure all grant requirements and reporting are completed and punctually submitted.



- Coordinate and share data with SELC partner organizations.

### **Minimum Qualifications**

- BA/BS in ecology, biology, watershed science, natural resource management, or relevant field.
- Three years full-time experience in habitat restoration or related field, with demonstrated success.
- Excellent communication (verbal and written) skills. Experience writing technical reports.
- Strong project management and problem-solving skills. Ability to independently manage a wide variety of projects.
- Ability to manage multiple projects simultaneously, set priorities, balance short-term and long-term objectives, meet deadlines, and work with staff from various program areas.
- Familiarity and experience with ESRI ArcMap; ability to manage GIS data and make maps.
- Strong data management and analysis skills; proficiency with Excel and Access.
- Ability to take direction, conduct necessary research, and execute tasks in a professional manner.
- Ability to represent SELC and interact with membership and public in a professional manner.
- Shared passion for SELC's mission.
- Ability to work and share responsibilities with other staff members in a collaborative environment.
- Ability to hike and work outside under challenging weather conditions when necessary.
- Strong understanding of the principles of terrestrial habitat restoration.
- Familiarity with San Diego County geography and native habitats, including floral and faunal composition.

### **Preferred Qualifications**

- Master's degree in relevant field.
- Experience managing habitat restoration projects.
- Experience working with non-profit organizations.
- Experience writing grant proposals and managing grants.
- Experience designing and implementing vegetation monitoring projects.
- Advanced GIS skills.
- Advanced spreadsheet and database management skills, including experience managing relational databases.
- A strong understanding of ecological restoration concepts and practices in San Diego County.
- Knowledge of animal and plant species of Coastal California.
- Knowledge of regulatory and permitting requirements for environmental work in California.

### **Commitment**

This is a regular position that requires 40 hours of work per week during the permitted work season, which is September through March, and approximately 25 hours of work per week from April through August. Funding is secured for the position through March 2015, and the



Restoration Ecologist will be expected to spearhead funding acquisition efforts for the future of his/her program. Beyond March 2015, the number of hours per week for this position may be adjusted to accommodate SELC budgetary needs.

The position has a strong field component, including work outside in all types of weather occasionally on steep and rough terrain and could include hiking, wading, and other strenuous activities. Frequent travel to project sites throughout coastal north county is required.

### **Compensation**

The starting salary for the Restoration Ecologist ranges from \$22 - \$25 per hour, based on experience. Salary adjustments will be based upon results of annual performance reviews. A three-month probation period is observed for all new hires at San Elijo Lagoon Conservancy. As a regular position, SELC offers vacation-accrual and holiday paid time off, as well as retirement plan participation.

To apply, please submit your resume including professional reference contact information and a cover letter explaining your interest to work at San Elijo Lagoon Conservancy, by October 15, 2013. Proof of valid driver's license, auto insurance, clean driving record, and reliable transportation required for employment. SELC is an equal opportunity employer. Send the information via mail and/or email (subject: *Restoration Ecologist Application*) to:

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