JOB DESCRIPTION

TITLE: Associate Biologist
DEPARTMENT: Engineering
SECTION: Resource
SRN 39:

REPORTING RELATIONSHIP:

Reports to: Director of Engineering
Supervises the following positions: Not Applicable

DEFINITION: This is a journey-level professional biologist responsible for planning and directing complex biological studies. This position will be responsible for monitoring biological resources in compliance with federal, state and local environmental regulations and legislation. The associate biologist will also prepare technical environmental reports and documents affecting the domestic water, sanitation, irrigation, drainage and stormwater functions of the district.

ESSENTIAL FUNCTIONS:

1. Participates effectively with technical work groups and other meetings with consultants, resource agency groups and science advisory groups.

2. Conducts biological studies, prepares contract agreements for consultants conducting biological studies and prepares technical environmental reports and documents.

3. Monitors the district’s biological aquatic weed control program.

4. Coordinates with regulatory agencies and other federal, state and local agencies as required for providing technical input regarding biological resources.

5. Analyze Environmental Impact Reports, biological reports and documents and environmental legislation that impacts the district.

6. Prepares technical support data for board reports, letters, reports, documents and general correspondence to ensure compliance with applicable federal, state, and local laws and regulations as well as district policies.

7. Coordinates with engineering staff and other district departments providing support as necessary to obtain environmental clearance for district projects and maintenance activities.

8. Allied functions related to environmental sciences.
JOB DESCRIPTION

MINIMUM QUALIFICATIONS:

License or Certificates: Valid California Operators license issued by the State Department of Motor Vehicles. Department of Motor Vehicles driving record may influence employment or classification.

Education: Bachelor of Science in Biology or a related field from an accredited college or university.

Experience: Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way would be to have 3 years of environmental compliance experience.

Knowledge of:
- California Wildlife Biology
- California Plant Community Biology
- California Aquatic Biology
- State and Federal Endangered Species Act
- California Fish and Game Code
- Project management skills
- Extensive knowledge of southern California biological communities

Abilities:
- Understand and critically review biological resource laws and policies
- Prepare concise and clear reports
- Effective verbal and written communication skills
- Working knowledge of common computer applications

PHYSICAL REQUIREMENTS:

1. Drives District vehicle to job sites including over rough terrain.
2. May work in extreme weather conditions including heat and rain.
3. Uses telephone and two-way radio to communicate.
4. Uses personal computer, keyboard, mouse and monitor for long periods.

See Human Resources for physical assessment form.