



MONTEREY PENINSULA REGIONAL PARK DISTRICT

Accepting Applications for the Position of:

WILDLIFE BIOLOGIST

SALARY:	\$40.97/hour
EMPLOYMENT TYPE:	Full-time (40 hours per week)
DIVISION:	Planning & Conservation Division
OPENING DATE:	11/1/2024
CLOSING DATE:	12/12/24

MONTEREY PENINSULA REGIONAL PARK DISTRICT

The Monterey Peninsula Regional Park District (MPRPD) is a public agency supported by local property taxes. Its purpose is to acquire scenic and unique open space lands for public use and enjoyment. MPRPD boundaries include the cities of Marina, Seaside, Sand City, Del Rey Oaks, Monterey, Pacific Grove, Carmel, and the unincorporated areas of the former Fort Ord, Pebble Beach, Carmel Valley, and Big Sur. MPRPD represents 130,000 residents and manages or helped to protect nearly 14,000 acres.

REPORTS TO

Planning & Conservation Program Manager

JOB OVERVIEW

Performs a wide range of wildlife monitoring, reporting, and management activities necessary to protect and enhance wildlife populations and their habitats on MPRPD managed lands, in support of delivering MPRPD's mission. The Wildlife Biologist is a fully experienced position, expected to perform the full range of assigned professional and technical wildlife management and monitoring work. Examples of duties include, but are not limited to:

Flora and Fauna Monitoring, Management, and Reporting

- Survey, identify, and handle local common and rare plants and wildlife species of the Monterey Peninsula.
- Conduct baseline environmental surveys; monitor resource conditions and conduct biological monitoring for MPRPD projects and operations in accordance with established MPRPD policy, plans, applicable regulatory and grant requirements, best management practices, and in coordination with MPRPD staff.
- Assess the status of wildlife and ecological resources through field observations, monitor changes in conditions, determine causes, and develop recommendations as necessary.
- Identify, interpret, and respond to wildlife and ecological issues and concerns to the general public, MPRPD staff, boards, and commissions.
- Collect, manage, and display GIS data; use of ESRI applications including ArcGIS Pro, Field Maps, and ArcGIS Online is strongly desired.

Research, Planning, and Program Development

- Prepare wildlife monitoring reports, management plans, policies, procedures, and guidelines;

- Develop, implement, and coordinate long-range strategic planning for natural resource, wildlife, vegetation, geology, aquatic ecosystems, and other sensitive ecosystem programs.
- Design, implement, publish, and communicate results of field research projects for scientific and general audiences.
- Read, interpret, apply, and explain technical written material for complex Federal, State, local, and MPRPD policies and procedures, laws, regulations, and ordinances.
- Prepares budgets for MPRPD's flora and fauna management efforts and researches, pursues, and secures grant or partner funding opportunities for projects and programs.

Coordination, Communication, and Collaboration

- Works closely with partner agencies and organizations to develop land management agreements, programmatic permits, and other strategies to streamline and enhance MPRPD's stewardship activities.
- Serves as liaison with wildlife agencies and organizations and participates in public meetings regarding resource management issues.
- Works collaboratively with all MPRPD Divisions, concessionaires, and partnering organizations to identify, develop, and implement means that support, enhance, and advance new or continued provision of environmental and cultural education programs, passive and active recreational use, and special and seasonal public events.
- Participates in a variety of public meetings; responds to questions and inquiries from the general public regarding resource management issues.
- Prepares and presents staff reports and presentations to MPRPD's Board of Directors, and various other committees and advisory boards as directed.
- Prepares research, reports, maps, and conducts briefings and meetings.
- Performs other duties as assigned.

QUALIFICATIONS

The successful candidate will possess any combination of the education, training, and work experience that provides the required knowledge and abilities. Typical qualifying education and experience shall include:

- Equivalent to graduation from an accredited four-year college or university with major coursework in biology or zoology.
- Three (3) years of increasingly responsible experience performing complex biological surveys and research work and projects. A Master's degree from an accredited college or university with major course work in a related field may be substituted for two (2) years of the required experience.
- Possession of, or ability to maintain, USFWS and CDFW research and handling permits for protected flora and fauna that occur on MPRPD properties.
- Possession of and the ability to maintain a Class C California driver license is required.
- Possession of, or the ability to obtain a First Aid/AED/CPR certification.

KNOWLEDGE OF

- Principles and practices of one or more of the following disciplines: biology, ecology, wildlife and vegetation management;
- Identification of flora, fauna, geology, native habitats, and natural systems of California, specifically those found in the Monterey Peninsula;
- Applicable Federal, State, and local laws and codes including CEQA and NEPA, and environmental regulation, permit requirements, and regulatory agency approvals;
- Practices related to researching ecological management issues, evaluating alternatives, making sound recommendations, and preparing and presenting effective staff reports;
- Methods and techniques of park and recreation management, wildlife protection, and habitat restoration;
- Procedures used in conducting and documenting field observations and monitoring programs;
- Basic principles of project management, budget preparation, and contract administration principles and techniques;
- Principles of employee or volunteer supervision, training, and development;
- Modern office methods, practices, procedures, and equipment, including computer hardware and software necessary for graphic presentations, word processing, mapping, and GIS database management;
- Methods and techniques of effective technical report preparation and presentation.

ABILITY TO

- Survey, identify, and handle local common, migratory, and rare and federally and/or state listed plants and wildlife species of the Monterey Peninsula;
- Assess the status of wildlife and ecological resources through field observations, monitor changes in conditions, determine causes, and develop recommendations as necessary;
- Prepare wildlife management plans, policies, procedures, and guidelines, conduct baseline environmental surveys, and monitor resource conditions;
- Develop, implement, and coordinate long-range strategic planning for natural resource, wildlife, vegetation, geology, aquatic ecosystems, and other sensitive ecosystem programs;
- Read, interpret, apply, and explain technical written material and complex Federal, State, and local policies, procedures, laws, regulations, ordinances, and MPRPD planning policies and procedures;
- Prepare and administer budgets for projects and operations;
- Read and understand technical drawings and specifications;
- Effectively represent MPRPD in meetings with governmental agencies, community groups, and various business, professional, and regulatory organizations and individuals;
- Direct the work of contract consultants, volunteers, and interns, and coordinate assigned activities with MPRPD divisions and agencies as required;
- Prepare and present clear and concise written and oral reports, grant applications, correspondence, policies, procedures, and other written materials;
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities, and meet critical time deadlines;

- Operate modern office equipment including computer equipment and specialized software applications including Word, Excel, PowerPoint, and collect, manage, and display GIS data;
- Use tact, initiative, prudence, and independent judgment within MPRPD's general policy, procedural, and legal guidelines;
- Establish, maintain, and foster positive and effective internal and external working relationships with those contacted in the course of work;

BENEFITS

Medical, Dental, Vision and Life Insurance; Vacation, Sick, and Holiday leave benefits.

APPLICATION PROCESS

A fully completed MPRPD employment application is required. Resumes submitted in lieu of an application will NOT be accepted. Degrees other than those listed in the qualifications section of this announcement will NOT be considered. **Incomplete applications, or those received after the closing date will NOT be considered.**

Application process will include evaluation of initial screening of the MPRPD application and a panel interview with selected candidates. A limited number of applicants who most clearly meet the needs of this position in terms of training, experience, education, and other job-related characteristics will be invited to participate in the interview process.

The selected candidate will undergo a criminal background check.

TO APPLY

The employment application can be downloaded at: <https://www.mprpd.org/employment-opportunities>.

Return completed applications to: Shuran Parker, Administrative Services Manager, at jobs@mprpd.org

In accordance with Federal law, MPRPD will hire only individuals who are legally authorized to work in the United States. As a condition of employment, you will be required to present proof of your identity and employment eligibility.

MPRPD IS AN EQUAL OPPORTUNITY EMPLOYER

NOTICE: THIS ANNOUNCEMENT DOES NOT CONSTITUTE A CONTRACT, EXPRESSED OR IMPLIED, AND ANY PROVISIONS CONTAINED HEREIN MAY BE MODIFIED OR REVISED WITHOUT NOTICE.



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