



## Conservation Management Assistant, One Tam

(This is a temporary/seasonal benefitted assignment  
from 2/12/2024 to 10/11/2024)

### *Are you passionate about conservation?*

We are seeking a new team member to work in a collaborative setting to support the conservation of natural resources on Mount Tamalpais. Do you have experience in invasive species mapping or control? Have you surveyed rare plants or participated in habitat restoration projects? If so, we invite you to apply for this exciting opportunity with the Golden Gate National Parks Conservancy to work within the One Tam partnership.

One Tam is a partnership between the National Park Service, California State Parks, Marin County Parks, Marin Municipal Water District, and the Golden Gate National Parks Conservancy. One Tam combines the expertise and resources of its partners to ensure the long-term health of Mt. Tamalpais by advancing efforts to restore ecosystems, improve trail corridors, enhance visitor services, expand education and stewardship programming, and inspire community support through volunteerism and philanthropy. One Tam staff are hired through the Golden Gate National Parks Conservancy.

The One Tam Conservation Management Seasonal Assistant will work within a team to implement an Early Detection and Rapid Response (EDRR) survey program, a serpentine rare plant monitoring program, and other field-based vegetation management projects. **This is a full-time, seasonal position running from 2/12/24 to 10/11/24.**

### **Essential Duties and Responsibilities:**

- Map and collect data on invasive and rare plants with GPS and GIS technologies on field surveys;
- Remove priority invasive species at all life stages in accordance with established protocols and partner agency policies;
- Perform data entry and quality control for field mapping;
- Ensure that field teams have needed tools and materials;
- Drive pickup trucks and other vehicles safely on surface streets and fire roads to reach work sites;
- Maintain vehicle cleanliness, perform monthly basic inspections;

- Maintain tools and equipment, keep all supplies clean and organized, repair and sharpen tools as necessary;
- Represent One Tam to the public in a positive and professional manner, dress professionally, and respond to any inquiries from the public in a helpful and friendly manner;
- Perform other duties as assigned.

### **Basic Qualifications:**

- A college degree or comparable field experience in ecological restoration, invasive weed management, or a closely related field (i.e. botany, ecology, resource management, environmental studies).
- One year experience in conservation or restoration practices including invasive plant control.
- Strong field observation skills including plant identification experience (familiarity with SF Bay Area flora a plus).
- Experience with a variety of tools, including hand and power tools.
- Basic computer skills, word processing and spreadsheet experience, and electronic communication familiarity.
- Strong interpersonal and communication skills.
- Ability to work independently and with a team; experience working in a partnership environment and with land management agencies a plus.
- Excellent work ethic.
- Valid Driver's License and clean driving record.

### **Health and Safety:**

It is the goal of the Parks Conservancy to create and maintain a safe and healthy workplace. We work to mitigate hazards and risks that may cause harm to employees, consistent with state and federal laws. Employees play an active role in creating a safe and healthy workplace and are expected to comply with all applicable health and safety rules.

Based on the current state of the COVID-19 pandemic, the Parks Conservancy requires all employees to be vaccinated and to provide proof of such vaccination as a condition of employment.

### **Physical Requirements and Work Environments:**

- Work is primarily performed outdoors with one per week on average in an office setting.
- Tasks include manual labor in vegetation management and monitoring, requiring bending, stooping, and kneeling; work may occur in adverse weather conditions,

in noxious vegetation including poison oak, around stinging insects and other wildlife, and on steep or uneven terrain and other difficult site conditions.

- Applicants must be able to lift 50 pounds.
- Hours are Monday to Friday, 7 am to 3:30 pm, with some project-based variations in late summer.
- Fieldwork occurs in Marin County with a primary duty station in San Rafael. Occasional starts in other Marin locations and in San Francisco may be required.

### **Pay Rate/Benefits:**

Pay Rate is \$24 to \$25 per hour (Grade 10). This is a full-time, seasonal position with generous benefits which include: medical, dental, and vision plans for employee and family, paid vacation time plus holidays, personal days, and sick days, a retirement plan with 3% employer contribution, Employee Assistance Program (EAP), employee discounts, and more.

**Application Deadline Date:** January 14, 2024

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The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All employees may be required to perform duties outside of their normal responsibilities from time to time as needed.

The Golden Gate National Parks Conservancy is an Equal Opportunity Employer. Recruitment, placement and promotions are conducted without regard to an individual's race, color, religion, sex, national origin, age, physical handicap, veteran status or sexual orientation, or any other classification protected by Federal, State, and local laws & ordinances. We will consider qualified candidates with criminal history in a manner consistent with the requirements of the San Francisco Fair Chance Ordinance. All qualified applicants are encouraged to apply.

