

Cachuma Operation and Maintenance Board

12/13/18

SEASONAL BIOLOGIST AIDE

DEFINITION

Under general supervision, a Seasonal Biologist Aide will assist in maintaining and monitoring of the Cachuma Lake Oak Tree Restoration Program, monitoring of the endangered Southern California steelhead trout population in the Santa Ynez River and its tributaries, assessing streamflow and water quality as it pertains to steelhead movement within the river system, and performing related duties as assigned.

CLASS CHARACTERISTICS

The Biologist Aide is a temporary part-time employee of the Cachuma Operation and Maintenance Board (COMB) and is assigned under an employee services agreement. The Biologist Aide collects and monitors field data in the Santa Ynez River and stream ecosystem, and performs field related tasks as needed.

EXAMPLES OF DUTIES

Duties may include assisting in, but are not limited to, the following:

- Participates in all aspects of the Cachuma Lake Oak Tree Restoration Program, including the maintenance, monitoring, inventory, and GIS mapping/data processing of the oak trees;
- Participates in all field work activities associated with the study, monitoring, evaluation and determination of the numbers and geographic distribution of endangered Southern California steelhead trout in the Santa Ynez River and stream ecosystem;
- Prepares field equipment and supplies for use; maintains, calibrates and cleans equipment as needed;
- Installs migratory fish traps, checks and maintains traps while in the streams;
- Collects data from captured fish such as fish scales, tissue samples and photo documentation;
- Conducts spawning surveys to determine timing, geographic distribution and habitat requirements of steelhead trout;
- Conducts stream bank surveys to determine distribution and relative abundance of fish species both native and non-native;

- Uses handheld GPS units (including Trimble devices) for precision mapping in the field;
- Uses ArcGIS software in the office for attribute database development using GIS technologies and data integration;
- Collects various data as required, including habitat typing data, snorkel data, steelhead migration data, photo points, stream flow measurements, and water quality data;
- Participates in fish rescue operations; beaver dam monitoring and migration barrier removal as appropriate; removes invasive species when appropriate;
- Enters collected data into computer database(s) and prepares various charts, logs and reports as required;
- Performs all duties in compliance with established policies, procedures, regulations, and standards of quality and safety;
- Operates vehicles, motor boat, various meters, survey equipment, camera, fish traps, and other specialized field equipment; uses various measuring and collection devices, hand tools, fish nets, etc., for field work, and maintains assigned vehicles and equipment; and
- Performs general clerical duties as required, including but not limited to attending meetings, entering computer data and preparing spreadsheets, copying and filing documents, sending and receiving faxes, answering the telephone, ordering supplies, etc.

MINIMUM QUALIFICATIONS

Seasonal Biologist Aides should have the following general knowledge of:

- Pertinent Federal, State and County laws, codes, rules, regulations and standards;
- Principles of leadership;
- General biology;
- GPS and GIS software and data integration;
- Field survey, observation, collection techniques;
- Methods of scientific record-keeping;
- Scientific research and reference sources;

- The use and maintenance of required field equipment, including but not limited to various meters, remote thermographs, GPS units, fish traps, camera equipment, vehicles and motor boats, etc.;
- Standard office practices and technology, including the use of computers for data and word processing;
- English usage, spelling, grammar and punctuation;
- Methods of letter and report writing; and
- Basic arithmetic, algebra and statistics.

Seasonal Biologist Aides should possess the following abilities to:

- Learn, understand and apply Federal, State and local laws, rules and regulations, policies and procedures pertaining to assigned areas of responsibility;
- Provide clean driving record;
- Drive a manual transmission;
- Understand and follow oral and written instructions;
- Capture, handle and identify various fish species;
- Read, write and speak English fluently;
- Read and interpret technical and scientific drawings, maps, charts, graphs and other documents;
- Collect, compile and organize scientific, technical and statistical information;
- Communicate clearly and concisely, both orally and in writing;
- Establish and maintain effective working relationships with those contacted in the course of the work;
- Use computers effectively for word and data processing and spreadsheet preparation;
- Perform required mathematical computations with accuracy; and
- Work irregular hours, weekends and holidays as necessary.

EDUCATION

Applicants should be a graduate of or attending an accredited college or university with a Bachelor's degree in biology, environmental studies, or a closely related field.

EXPERIENCE

Applicants should have six months of experience in the collection of field data related to fisheries management; experience is desirable, but not required.

OTHER REQUIREMENTS

Applicants must have a valid California driver's license and an insurable driving record. Applicant must pass a pre-employment physical, which includes drug screening. Applicant must have personal cell phone.

TYPICAL PHYSICAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to perform the essential functions of this job successfully. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Ability to sit at a desk occasionally but work the majority of time out-of-doors;
- Intermittently swim, walk, stand, climb, balance, stoop, kneel, bend, crouch, crawl, push, pull and reach while performing office and field work;
- Drive motor vehicles for extended periods of time; to operate motor boats and power tools; traverse uneven and/or slippery terrain out-of-doors, in tunnels and pipelines;
- Lift and/or move up to 15 pounds frequently and up to 75 pounds occasionally;
- Use hands to finger, handle, feel or operate objects, tools and controls;
- Withstand exposure to adverse environmental conditions, including but not limited to extreme temperatures (heat and cold), darkness, wetness, humidity, air contaminants, skin irritants, etc.;
- Maintain effective audio-visual discrimination and perception needed for making observations, communicating with others, reading and writing, and operating office equipment and hand tools;
- Use a telephone to communicate verbally and a keyboard to communicate through written means, to review information and enter/retrieve data; and
- See and read characters on a computer screen.