



**COUNTY OF SONOMA (CA)
INVITES APPLICATIONS FOR THE POSITION OF:**

Senior Environmental Specialist - Extra-Help

An Equal Opportunity Employer

SALARY

\$38.99 - \$47.40 Hourly

OPENING DATE: 08/03/21

CLOSING DATE: Continuous

THE POSITION

Permit Sonoma seeks highly skilled, senior environmental professionals with strong fire ecology, forestry, and/or vegetation management expertise. Starting salary up to \$47.40/hour!*

As a Senior Environmental Specialist, you will work to develop, plan, review, and recommend vegetation management measures in accordance with the CalFire Vegetation Treatment Program (VTP), California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) procedures, and/or other requirements in order to eliminate, minimize, and/or mitigate the environmental effects of public or private projects. Additionally, you will prepare technical reports and permit documents; conduct field visits and surveys; apply for and manage grant projects; communicate effectively with staff of regulatory agencies and other County departments; and present at public meetings, hearings, and before boards and/or committees.

The ideal candidates for these positions will have:

- Experience in environmental review and permitting, including CEQA and NEPA; CalFire VTP application procedures; Section 401 certifications; cultural review, incidental take, stormwater, and Section 404 permits; and/or lake and streambed alteration agreements
- Specific technical expertise in biological or ecological disciplines (fire ecology, forestry, landscape ecology, field botany, rare species, etc.) and/or physical process disciplines (hydrology, geology, hydrogeology, water quality, stormwater, etc.)
- Effectively managed work priorities and met deadlines in a fast-paced environment
- Successfully balanced competing needs that often arise during controversial construction projects involving sensitive landscapes
- Good judgment when gathering, analyzing, and using data to effectively communicate through written reports and verbal presentations
- The ability to successfully communicate with regulatory agencies, the public, developers, and elected officials

EXTRA-HELP EMPLOYMENT

Extra-help employees relieve or augment permanent staff. Temporary, extra-help employees are not in the classified civil service and do not have property rights to permanently allocated positions. In addition, they do not receive most employee benefits such as: long-term disability insurance coverage; accrual of vacation; participation in the County retirement program; or eligibility to take promotional examinations. **Temporary, extra-help employees are limited in their employment to a maximum of one calendar year. These employees must be off of work for three months before they can be re-employed on an extra help basis.** Extra-help employees who meet the eligibility requirements may qualify for a County contribution toward medical coverage.

Permit Sonoma is currently recruiting to fill two **temporary, extra-help** Senior Environmental

Specialist positions. This employment list may also be used to fill future extra-help (temporary) positions as they occur during the active status of the list.

*Salary is negotiable within the established range.

APPLICATION SUBMISSIONS REQUIRE THE SUPPLEMENTAL QUESTIONNAIRE BE COMPLETED.

MINIMUM QUALIFICATIONS

Education: Academic course work which directly relates to the knowledge and abilities listed. Normally, such course work would include the equivalent of a four year college degree in planning, engineering, technical writing, physical or biological sciences, physical/biological/social and human environmental relations, or other related courses.

Experience: Any combination of experience which would provide the opportunity to acquire the knowledge and abilities listed. Normally, two years of experience in engineering and/or public works project experience including some experience in the preparation of environmental reports.

OR

Positions with specialized assignments require training and education in one of the specialty areas which provides an opportunity to acquire the necessary technical knowledge and abilities to perform the duties of the specialty assignment. A typical way to obtain the required qualifications would be the equivalent of a four year college degree with course work in fishery biology, wildlife management, zoology, biology, botany, soils science, agronomy, or a closely related field; and one year experience working within the designated specialty area.

License: Possession of a valid driver's license at the appropriate level including special endorsements, as required by the State of California, may be required depending upon assignment to perform the essential job functions of the position.

KNOWLEDGE, SKILLS, AND ABILITIES

Considerable knowledge of: Federal, State and local laws, regulations, current programs and court decisions pertaining to environmental protection; environmental considerations in the design, location, and construction of public (flood control, highway, water supply, sanitation) and private (residential, commercial, industrial) projects; and citizen and public interest groups dealing with environmental matters; physical, biological, social and human environmental relationships; and contract management.

Specialized assignments require the following:

Fish and Wildlife

Working knowledge of: fishery and wildlife management principles and methods; the classification, life histories, ecology, habitats, parasites, and diseases of fresh-water fish and California wildlife; research methodology; wildlife resource management, including watershed, range, forestry, fishery, wildlife and recreation techniques and equipment in making biological investigations of fish and wildlife; materials, equipment, and techniques used in fishery and wildlife habitat improvement; and fishery considerations in the design, location, and construction of public works projects relating to streams, lakes, and ecological areas.

Botanical, Wetland Resource and Soils Morphology

Working knowledge of: vegetation and soils management principles and methods; the classification and morphology of soils, and botanical identification, classification, and life histories of plants; botanical soils research methodology; techniques and equipment in making botanical

and soils investigations; materials, equipment and techniques used in botanical habitat enhancements or soil structure improvements; and of botanical considerations in the design, location, and construction of public construction projects relating to wetlands and other ecological areas.

Arboricultural/Revegetation

Working knowledge of: the classification and identification of native plants and ornamental trees; the growth habits, parasites, diseases, habitat and life histories of native plants and ornamental trees; sources of native plants; soil amendments and fertilizers; irrigation methods, needs, and materials; erosion control methods and materials; and planting monitoring and maintenance methods; tree management principles and methods, research methodologies; forestry, woodland and range resource management; and techniques used in arboriculture; considerations needed to design, locate, and construct revegetation projects in urban and natural settings and to be compatible with the desired function of flood control, water supply, and sanitation facilities; and of arboricultural considerations in the design, location, and construction of public projects.

Working knowledge of: construction principles, practices, and terminology; the use of personal computers and various software applications; the use of noise meters, cameras, and various audio-visual aids.

Ability to: analyze and design project reports and determine probable effect on environment; write effectively and to use good judgment in the assembling, evaluation and use of information; prepare and present various reports on the effect of projects on the environment to advisory boards, commissions, and elected bodies; assist in planning, scheduling, and training of other employees; make mathematical calculations; analyze situations accurately and adopt an effective course of action; establish and maintain effective relationships with other staff members, staff of other agencies, organizations, and the general public; and use a personal computer to do word processing, spreadsheets, graphics and modeling.

Working Conditions

Duties require sitting and standing for prolonged periods. Additionally, walking on level, inclined, uneven, wet and slippery surfaces; reaching, kneeling, bending, stooping, and climbing over objects is required in the performance of routine duties while conducting field work. The incumbent may, while monitoring projects in the field, be subjected to all weather conditions including wet, hot and cold. During construction and field site inspections incumbents may be exposed to dust and pollen, poisonous and stinging plants, and loud noises. The need to climb stairs, push and/or lift weights up to 25 pounds may be required when using office or field equipment, lifting binders and/or pushing boxes of specifications and reports.

SELECTION PROCEDURE & SOME HELPFUL TIPS WHEN APPLYING

- Your application information and your responses to the supplemental questions are evaluated and taken into consideration throughout the entire selection process.
- You should list all employers and positions held within the last ten years in the work history section of your application and should be as thorough as possible when responding to the supplemental questions.
- You may include history beyond ten years if related to the position for which you are applying. If you held multiple positions with one employer, list out each position separately.
- Failure to follow these instructions may impact your competitiveness in this process or may result in disqualification.

Please visit [Getting-a-Job](#) with the County of Sonoma to review more detailed information about the hiring process, including the application process, examination steps, and department selection process.

APPLICATION SUBMISSIONS REQUIRE THE SUPPLEMENTAL QUESTIONNAIRE BE COMPLETED.

Responses to supplemental questions may be reviewed by hiring managers.

The selection procedure will consist of the following examination:

An **Application & Supplemental Questionnaire Appraisal Examination** (pass/not pass) will be conducted to evaluate each applicant's combination of educational coursework, training, experience, knowledge, and abilities which relate to this position to ensure satisfaction of the minimum qualifications for this position. Candidates who possess the minimum qualifications for the position will be placed on an extra-help employment list and referred to the department. The department may contact candidates from the employment list who possess the most appropriate job-related qualifications for further consideration.

ADDITIONAL INFORMATION

A background investigation is required prior to employment. Candidates referred to departments for a selection interview are typically required to sign authorization and release forms enabling such an investigation. Failure to sign prescribed forms will result in the candidate not being considered further for that vacancy. Reference information will not be made available to applicants.

Additional requirements, such as successful completion of a physical exam, drug screen, etc., may apply, depending on the duties and responsibilities of the position. If you receive a conditional job offer for the position, the requirements upon which the offer are contingent will be outlined in the conditional job letter. You may also review the [Job Classification Screening Schedule](#) to determine the requirements for this position.

HOW TO APPLY

Applications are accepted online at: www.yourpath2sonomacounty.org. Paper applications may be submitted by person, fax (707-565-3770), email, or through the mail. All applications and appropriate supplemental information as outlined in the job bulletin must be RECEIVED by the time and date specified on the first page of this job announcement. Applications received after the recruitment closes will not be accepted.

The County of Sonoma values diversity and is dedicated to creating a workplace environment that provides individuals with a sense of belonging. We are committed to having a diverse workforce that is representative of the communities we serve. The County is proud to be an Equal Opportunity Employer where all aspects of employment are based on merit, competence, performance, and business need.

HR Analyst: CG
HR Technician: KC

APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT:
<http://www.yourpath2sonomacounty.org>
OR
575 Administration Drive, Suite 116B,
Santa Rosa, CA 95403

EXAM #21/08-0990-EHC
SENIOR ENVIRONMENTAL SPECIALIST - EXTRA-HELP
CG

Senior Environmental Specialist - Extra-Help Supplemental Questionnaire

- * 1. This eligible list may be used for future bilingual (English/Spanish) positions. Please indicate if you are interested in bilingual positions, and your level of proficiency.
 - Yes, I have basic (conversational) English/Spanish bilingual skills
 - Yes, I have fluent (reading, writing, and conversational) English/Spanish bilingual skills
 - No, I do not have English/Spanish bilingual skills, and/or I do not wish to be considered for a bilingual position
- * 2. How did you first learn about this opportunity?

- Association of Bay Area Governments (ABAG)
- California Council of Land Trusts
- California Native Plant Society (CNPS)
- California State Association of Counties (CSAC)
- CalJobs
- Careers in Government
- College or University
- Craigslist
- Craigslist Mendocino
- DiversityJobs
- Employee of Sonoma County
- Facebook
- Glassdoor
- GovernmentJobs.com
- Hispanic Chamber of Commerce of Sonoma County
- Indeed
- Job Fair
- Land Trust Alliance
- La Voz
- Latino Service Providers
- LinkedIn
- Los Cien
- Minority Organization or Group
- Monster
- Planetizen
- Press Democrat
- Society of Wetland Scientists
- sonoma-county.org/www.yourpath2sonomacounty.org
- Sonoma County Human Resources Office
- Sonoma County Job Line
- Texas A&M University Agriculture & Life Sciences
- Twitter
- Veterans Services Office
- Women's Organization or Group
- Workplace Diversity
- Other Internet Site
- Other Publication

- * 3. **For this question and all subsequent questions, provide sufficient information to allow for a thorough evaluation of your qualifications. Responses to supplemental questions may be reviewed by hiring managers.**

Please describe your two or more years of qualifying engineering and/or public works project experience that included some preparation of environmental reports. Highlight any experience you may have in the specialty areas of fish and wildlife; arboriculture/revegetation; and/or botanical, wetland resource, and soils morphology.

- List your relevant certifications, coursework, and/or degree(s)
- For each relevant position you list, include job title(s), employers name, dates of employment (mm/yy - mm/yy), and a description of your primary responsibilities

- * 4. Please describe your experience evaluating construction project impacts on biological, ecological, and/or physical systems (e.g., biology, ecology, botany, zoology, entomology, wildlife, hydrology, soils, groundwater, stormwater, geomorphology, etc.). Specify the type(s) and scale of the project(s).

* 5. Please describe your experience processing and preparing environmental permits such as:

- Section 401/404, stormwater, Lake and Stream Bed Alteration agreements
- California Environmental Quality Act documents
- Endangered Species Act reviews

Provide an example that best demonstrates your abilities and describe the challenges you faced and how you overcame them.

* Required Question