

**Field Services Supervisor**  
**The Natomas Basin Conservancy**  
**Sacramento, California**  
December 2006

**Description overview**

The role of the Field Services Supervisor is to maintain and manage all aspects of the Conservancy's habitat land, including vegetation and wildlife. The position reports to the Executive Director and must work together with the Conservancy's team to plan, develop, maintain, and manage habitat lands.

**Essential Duties and Responsibilities**

Land Management:

- Implementing Site-specific Management Plans (SSMPs).
- Participating as a land management specialist on interdisciplinary teams to represent Conservancy interests.
- Managing and coordinating land management contractor activities, including those related to fencing, livestock, vegetation management, and other tasks for which outside contractors have been engaged.
- Implementing wildlife control and management programs in order to maintain and enhance habitat lands for HCP-covered species. Wildlife control systems should include trapping, fencing, biological control, and nuisance abatement.
- Implementing a comprehensive weed and vegetation management program, which includes the use of:
  - livestock,
  - hand-tools,
  - mowing and chopping equipment,
  - herbicides, and
  - water management for vegetation control.

Compliance:

- Coordinating and monitoring certain field-associated regulatory compliance.
- Reviewing current regulatory requirements and implementing strategies to help ensure compliance.



Policy and Development:

- Recommending short- and long-term land resource and wildlife management policies, programs, and goals.
- Developing and implementing the field portion of Conservancy community outreach efforts.

Security of Lands:

- Undertaking efforts to minimize preserve disturbance.
- Coordinating and managing a field security program, which includes the following components:
  - fence repair,
  - appropriate signage,
  - gate and gate lock integrity, and
  - communications with the Conservancy office and law enforcement as necessary.

Maintenance:

- Implementing habitat lands and continuing care of new and existing Conservancy preserves.
- Assisting in overseeing the Conservancy's interests during habitat land restoration and enhancement construction projects.
- Performing or overseeing marsh management and maintenance, including:
  - vegetation height and health management;
  - vegetation removal as needed;
  - vegetation restoration;
  - levee and associated water structure maintenance and repair;
  - monitoring and adjustment of water level and water sampling.
- Operating or supervising occasional operation of light and heavy equipment, such as a tractor, backhoe, etc.



**Required Skills and Abilities:**

- Knowledge of wetlands and vernal pool management techniques.
- Ability to manage wildlife.
- Ability to manage range and upland.
- Basic knowledge of California Fish and Game and U.S. Fish and Wildlife Service laws and regulations.
- General knowledge of local, State, and Federal regulation regarding wildlife hazard management.
- A basic understanding of habitat conservation plans (such as the Natomas Basin Habitat Conservation Plan).
- Ability to identify different types of vegetation and wildlife by visual observation.
- Ability to read and understand habitat land management research and apply it to work needed on Conservancy lands.
- Ability to design and manage systematic vegetation management programs.
- Ability to analyze problems accurately and take effective action.
- Ability to prepare written analysis, evaluation, summaries, recommendations, correspondence, and reports.
- Ability to establish and maintain effective working relationships with others.
- Ability to coordinate the work of others.
- Ability to actively communicate field services activities with Conservancy supervisor(s).
- Ability to act in a lead or supervisory role.

**Equipment:**

- Ability to operate personal computer and use software.
- Ability to operate a variety of tools and equipment, including handtools, power tools, and certain types of construction equipment.

**License Requirements:**

- Possession and continued maintenance of a valid California Driver License, Class C or higher.



- May require the possession of a Qualified Applicator Certificate for pesticide application.

**Physical Requirements (all levels):**

Must be able to regularly walk, climb, wade, and otherwise travel by foot, carrying equipment and materials weighing as much as 50 pounds over unimproved terrain; work in a stooped or kneeling position for long periods of time to install plants, irrigation systems, collect animal and/or vegetative specimens; bend, stoop, and kneel to inspect and maintain plants, traps, and equipment, and work for prolonged periods of time in various weather conditions. Due to work around bodies of water, must be able to swim in the event of unintended immersion. Position will from time-to-time require the use of respiratory protection equipment; the handling of animals; the use of farm equipment and work during odd hours of the 24-hour day.

This job description lists the essential functions for this position. Other duties may be assigned as necessary.

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