



Midpeninsula Regional Open Space District - *JOB ANNOUNCEMENT*

Senior Resource Management Specialist

Earth Sciences Program

Annual Pay Range: \$131,877-\$164,708
plus full benefits including CalPERS pension

Open Until Filled. First application review: Monday, September 16, 2024

(Application window may close after September 16, 2024 without advanced notice. Apply early!)

Do you have a passion for the outdoors, trails, and preserving open space? Are you a motivated and experienced resource management professional? If so, Midpeninsula Regional Open Space District (Midpen) has an excellent opportunity for a skilled Senior Resource Management Specialist to lead the earth sciences program in the Natural Resources Department. This interdisciplinary position will oversee program staff to assess and protect archaeological and cultural resources, as well as oversee programs to protect and restore water and geological resources, Midpen's Climate Program and projects ranging from contaminated site cleanup to erosion control projects on Midpen preserves in Santa Clara, San Mateo, and Santa Cruz Counties. The start date for this position is in November 2024.

About Midpen: Midpen helps plants, animals and people thrive throughout the greater Santa Cruz Mountains region by preserving a greenbelt of more than 70,000 acres of public open space with 250 miles of trails in 27 extraordinary preserves, permanently protected for natural resource conservation and ecologically sensitive public enjoyment and education. Midpen is a public agency with a focused mission that guides our work, and where every employee makes an impact. If you are looking for an outstanding opportunity to contribute to the legacy of open space protection, natural resource restoration and outdoor recreation, working with an incredible team of like-minded colleagues, we invite you to apply for this position! Check out the [Working for Midpen video](#) on our Employment Opportunities page.

About the Position: The incumbent will be a part of a cohesive team of 15 in the Natural Resources Department, which is part of the Visitor and Field Services service line. The Earth Sciences Program is comprised of 4 fulltime program staff, including this position, and a shared intern. Midpen aims to recruit and retain employees who embody professionalism, accountability, and respect, and who value working in an environment focused on inclusivity, diversity, and equity.

This is a supervisory position for the Earth Sciences Program, comprised of water resources, soil conservation, archaeological resources, Native American relations, and climate program. Program staff and/or consultants generally provide subject matter expertise; this position is not expected to have expertise in all areas. This position will supervise, coordinate, advise, and assist program staff and consultants in implementing the Earth Sciences Program to support Midpen natural and cultural resource management, planning efforts, stewardship and maintenance work, and capital projects.

Typical program work includes identification monitoring and protection of aquatic habitats; inventory, monitoring, and curation of archaeological resources, including coordination and engagement with indigenous peoples; overseeing contractors and consultants, environmental impact analysis, and coordination and administration of permits from resource agencies. Administrative tasks include budget preparation, project management, setting priorities, providing guidance to multi-disciplinary teams, partnering with outside entities, managing and mentoring staff.

The Ideal Candidate: The ideal candidate is well versed in program and project management, supervision, organization and collaboration and possess excellent oral and written communication skills, understand ecological systems, and can implement land management practices accordingly. Applicants will have the educational background and relevant experience in managing cultural and/or natural resources. In addition, the candidate will provide frequent verbal and written reports to staff, including Department Managers and the General Manager's Office, as well as the Board of Directors at public meetings. The candidate must also have the skills to foster

communication and collaboration with other District departments to coordinate program requirements; foster and develop relationships with Native American communities; work effectively with local agencies, meet permitting requirements, and keep projects on schedule; manage and direct consultants; oversee the work of, and negotiate with, contractors; and maintain detailed documentation. For additional information about the position, see the [Job Description](#) on Midpen's website.

A Few Reasons Why You May Love This Job

- Collaborative work that directly supports Midpen's mission to protect and restore the natural environment and contributes to providing nature's benefits to everyone
- You'll be part of a talented and dynamic team of bright, energetic, and motivated professionals with a passion for the outdoors, trails, watersheds and preserving open space
- Excellent employee benefits, including medical, dental, vision, tuition reimbursement, and a retirement pension through California Public Employees Retirement System (CalPERS)

Work Environment: This position will report to Midpen's Administrative Office in Los Altos, CA. Midpen offers a hybrid office/telecommute work schedule for this position following successful onboarding. In addition to working in an office setting to complete project tasks and at various venues across the San Francisco Peninsula to present information at public meetings, the Senior Resource Management Specialist will often work in the field and hike steep terrain and wildland areas with poison oak and wildlife.

Field Work: Fieldwork is integral to this position and dependent on the season and current projects. Fieldwork will require driving District vehicles in remote areas on dirt roads, working in all weather conditions, and hiking through steep terrain and wildland areas. Ideal candidates will be comfortable working in these types of field conditions, as well as in an office environment.

Midpen reserves the right to limit or deny off-duty employment or business ownership which creates a conflict of interest or an incompatibility with District employment. Information can be found in the Personnel Policies and Procedures Manual [Section 4.13 Off-Duty Employment and Business Ownership](#).

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to graduation from an accredited four-year college or university with major coursework in environmental design, natural resource management, ecology, biology, or a related field, and five (5) years of supervisory or management level experience in natural resource management preferably in parks, open space, or related field, including at least one (1) year of supervisory and administrative responsibility. A Master's Degree is desirable. Professional work experience with parks and open space is highly desired.

Licenses & Certifications Required: Possession of a valid California Driver's License.

Benefits: Midpen provides an excellent benefits package including health, life & disability insurance as well as CalPERS pension. Please see the [Benefits](#) page on Midpen's website for details.

How to Apply: apply online at [CalOpps.org](https://calopps.org).

(To avoid missing email communication regarding your status in this recruitment, add mpropenspace@calopps.org to your contacts or list of safe senders)

First Application Review is Monday, September 16, 2024. Applicants with the most relevant experience and qualifications suitable for the position will be contacted for an interview.

The following application items are required to be considered:*

1. Fully completed CalOpps employment application
2. Cover letter
3. Resume

4. Supplemental question responses

**Incomplete CalOpps employment applications, or applications without the required application items listed here, will not be considered for the position.*

Interview Schedule (we are unable to accommodate individual schedules):

First Interview (virtual): Tuesday, October 8, 2024

Final Interview (in person): Wednesday, October 16, 2024

A note to applicants who currently live outside of the San Francisco Bay Area: before committing to the application process, and if you haven't done so already, we suggest evaluating the feasibility of relocation. We recommend researching the cost of living in the San Francisco Bay Area, the cost to relocate, and typical commute times to Los Altos from outlying areas.

At Midpen, we believe open space is for all. Our public lands are shared spaces provided for the community by the community. All people, regardless of background, deserve respect, dignity, safety, and a sense of belonging. Midpen welcomes all people to enjoy the public open space preserves we hold in trust, supporting the mental, physical, and social well-being of our region.

Midpeninsula Regional Open Space District is an Equal Opportunity Employer
Applicants with disabilities may request reasonable accommodation by contacting the Human Resources department at
(650) 691-1200 or via email at hr@openspace.org.

Put your passion for Open Space to work!