



**DATE APPROVED: July 2023**  
**FLSA: I/II – Non-Exempt**

## **OPEN SPACE HABITAT TECHNICIAN I/II**

### **POSITION: OPEN SPACE HABITAT TECHNICIAN I/II**

### **DEFINITION**

Under general supervision, performs a variety of resource monitoring, maintenance, and repair of open space habitats, restoration systems, and related structures, facilities, and grounds; conducts various field tasks to support the implementation of monitoring and management action plans; patrols open spaces and reserves; and performs related duties as assigned. The Open Space Habitat Technician serves as an “at will” employee.

### **SUPERVISION RECEIVED AND EXERCISED**

Receives direct (Open Space Habitat Technician I) or general supervision (Open Space Habitat Technician II) from assigned supervisory and/or management personnel. Exercises no direct supervision of staff.

### **CLASS CHARACTERISTICS**

Open Space Habitat Technician I: This classification is the entry-level in the Open Space Habitat Technician series. Initially, under close supervision, incumbents learn and perform administrative, technical, and research support duties in support of assigned program. As experience is gained, assignments become more varied, complex, and difficult; close supervision and frequent review of work lessen as an incumbent demonstrates skill to perform the work independently. Positions at this level usually perform most of the duties required of the positions at the II-level but are not expected to function at the same skill level and usually exercise less independent discretion and judgment in matters related to work procedures and methods. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise.

Open Space Habitat Technician II: This is the journey-level classification in the Open Space Habitat Technician series. Positions at this level are distinguished from the I-level by the performance of the full range of duties as assigned, working independently, and exercising judgment and initiative. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit. The OSHT II role is characterized by years of experience and requires the attainment of a Qualified Applicator Certificate (QAC). Additionally, this position entails some supervisory responsibilities over OSHT I positions.

### **EXAMPLES OF TYPICAL JOB FUNCTIONS**

*Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.*

- Explains park or open space and wildlife habitat reserve policies, rules, regulations, and County ordinances.

- Participate in light custodial, maintenance, and cleanup of open space structures and grounds; works with maintenance personnel on minor construction, maintenance, repair, and improvement of structures, facilities and grounds.
- Answers public inquiries and complaints concerning space and wildlife habitat reserves, operations and maintenance.
- Provide assistance in emergency situations; maintains fire prevention standards and practices as established by the State Department of Forestry and Fire Prevention, and the United States Forest Service.
- Patrol open space and wildlife habitat reserves; works with maintenance personnel to maintain signs and access controls; as needed utilizes law enforcement agencies to achieve compliance; may make appearances in court.
- Maintains records and prepares reports.
- Performs professional and open space and wildlife habitat reserve operation duties.
- Monitors and patrols open space and wildlife habitat reserves.
- Answers public inquiries and complaints concerning park or open space and wildlife habitat reserves, operations and maintenance.
- Provides assistance in emergency situations; maintains fire prevention standards and practices as established by the State Department of Forestry and Fire Prevention, and the United States Forest Service.
- Patrols open space and wildlife habitat reserves; works with maintenance personnel to maintain signs and access controls; as needed utilizes law enforcement agencies to achieve compliance; may make appearances in court.
- Monitors and participates in court referral/ work release programs.

## **QUALIFICATIONS**

### **Knowledge of:**

- Basic principles of gardening, landscaping, and grounds maintenance.
- Basic principles and practices of natural resources conservation and open space management.
- Principles, practices, tools, and equipment for maintaining and repairing reserve facilities and structures such as fences, gates, and signage.
- The safe operation and minor maintenance of a variety of hand and power tools and light and heavy equipment.
- Occupational hazards and safety equipment and practices related to the work.
- Recordkeeping principles and procedures.

### **Ability to:**

- Understand and apply principles and practices of natural resources conservation and open space management.
- Perform minor construction, modification, maintenance, and repair work under general supervision.
- Learn general law enforcement, methods, and procedures.
- Support the natural history, conservation, preservation, wildlife habitat, and endangered species of Riverside County.
- Read, understand, and interpret land records and maps.

- Learn, understand, interpret, and apply all pertinent laws, regulations, codes, and ordinances and WRCOG policies and procedures relevant to work performed.
- Safely and effectively use and operate hand and power tools and equipment required for the work; perform routine equipment maintenance.
- Learn local flora, fauna, cultural, natural, and geological resources and methods and techniques of resource protection and habitat restoration.
- Principles and procedures of record-keeping.
- Organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Communicate clearly and concisely.
- Use tact, initiative, prudence, and judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

### **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 completion of the twelfth (12th) grade and 0-3 years of experience for Open Space Habitat Technician I and 3-5 years of experience for Open Space Habitat Technician II in construction, maintenance, and/or repair of grounds, open-spaces, reserves, and/or related facilities.

### **Licenses and Certifications:**

- Possession of an appropriate valid driver's license to be maintained throughout employment.
- Within 6 months of employment incumbents may be required to possess valid certificates in First Aid, CPR, Basic Water Safety and Rescue issued by the American Red Cross or YMCA and have successfully completed PC 832.
- Incumbents must possess valid Qualified Applicators Certificate or License in Category B (Landscape Maintenance) or E (Forestry) issued from the Department of Pesticide Regulation or must be willing to apply for certification within 6 months of employment.

### **PHYSICAL DEMANDS**

Must possess strength, stamina, and mobility to perform light to medium physical work; to sit, stand, and walk on level, uneven, or slippery surfaces; reach, twist, turn, kneel, bend, stoop, squat, and crouch in the performance of assigned duties; to operate a motor vehicle and visit various WRCOG sites; vision to read printed materials, and color vision to identify and determine health of plants and resources. The job involves fieldwork requiring frequent walking in operational areas and over long distances carrying light to moderate loads. Finger dexterity is needed to operate tools and equipment. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 50 pounds, with the use of proper equipment and/or assistance from other staff.

### **WORKING CONDITIONS**

Employees primarily work in the field with exposure to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, chemicals, mechanical and/or electrical hazards, hazardous physical substances and fumes, biologic/infectious agents, vermin, insects, and parasites, dust, and air contaminants.

### **COMPENSATION:**

**Salary:** Technician I: \$50,280 - \$69,311 annually  
Technician II: \$55,433 - \$76,415 annually

**Hours:** 40 hours per week with evenings or early mornings as needed during monitoring sessions

**Benefits:** Benefits include CalPERS retirement benefits (Classic: 2.7%@55 formula and PEPRA 2%@62 formula with 8.25% Employee Paid Member Contribution), Medical, dental, 80 hours vacation annually, 104 hours sick leave annually, 13 holidays annually. Visit WRCOG's website for a more detailed list of benefits.

### **APPLICATION**

Please submit a current resume and cover letter to [careers@wrcog.us](mailto:careers@wrcog.us). If anyone with a disability has any issues accessing the online application program, please contact Princess Hester at (951) 405-6704.

Materials may also be mailed to the following address:

Western Riverside Council of Governments  
3390 University Avenue, Suite 200  
Riverside, CA 92501  
ATTN: Hiring Manager

### **FILING DEADLINE**

This position will remain open until filled.

### **FOR MORE INFORMATION ABOUT THIS OPPORTUNITY**

For more information regarding this job opportunity please contact the Hiring Manager at [careers@wrcog.us](mailto:careers@wrcog.us).

### **ABOUT WRCOG**

Established in 1991, the Western Riverside Council of Governments is a Public Employer serving a Southern California region of more than 2 million people. WRCOG is formed as a Joint Powers Authority (JPA) between a county, 18 cities, 2 water agencies, a county superintendent of schools, and a federal JPA serving one of the fastest growing regions in the United States. The agency convenes stakeholders and subject-matter experts to support its member agencies. It conducts studies and addresses issues of mutual concern that are unique to the region. This often includes topics such as Transportation, Planning, Energy, Environment, and Workforce Training.

In addition, WRCOG administers and operates one other Joint Powers Authority - the Riverside County Habitat Conservation Agency.

For more information on WRCOG, please visit the Agency website at [www.wrcog.us](http://www.wrcog.us).

WRCOG is an equal-opportunity employer.