



POSITION: Resource Conservation Assistant (Full-time, full-year position)

LOCATION: Located in Red Bluff, California, this is a grant-funded position assigned to work with the Sacramento River Conservation Area Forum.

ESSENTIAL JOB FUNCTIONS: Provide technical support to the Sacramento River Conservation Area Forum (SRCAF) Board and Technical Advisory Committee (TAC). Collect data and conduct surveys, mapping, and other activities related to the conservation of fisheries, wildlife, and riparian habitat along the Sacramento River and its tributary streams. Assist in the development and updating of the Sacramento River Geographic Information System. Write technical papers, grants, and final reports on completed staff work. Administer the project tracking program by reviewing and reporting on proposal and project updates in relation to the Handbook's principles and guidelines. Provide technical support regarding permitting, incidental take, and trans-boundary issues using surveys or interviews to identify important information gaps and explore solutions to promoting species recovery while minimizing consequences on agricultural, public safety, flood control, and recreational activities. Assist in the development of a monitoring program working with agency staff to identify information needed to measure change to river processes. Correlate individual project actions to ecologic goals as defined through CALFED-ERP.

EMPLOYMENT STANDARDS: Requires a Bachelor's degree in natural resources, environmental studies, or a related field. Work experience must demonstrate the ability perform the job functions as described above. Required knowledge and abilities include: Working knowledge of Microsoft Office, Geographic Information Systems, and Satellite Global Positioning Systems software and technology; preliminary knowledge of the CEQA, NEPA, ESA, CESA, Safe Harbor, and other related regulatory directives; Ability to conduct environmental, recreational, and other planning studies and write reports as needed; ability to review technical documents, prepare non-routine correspondence and answer difficult questions from the public; ability to travel to out-of-town meetings, conferences, and field work sites for occasional evening and weekend/holiday meetings; ability to work cooperatively with various groups and individuals; ability to work on and around swift moving waterways and steep and rugged terrain; ability to use a computer to draft reports and memos, and to enter, manipulate, and evaluate data in a spreadsheet, database, or digital map.

COMPENSATION: Starting wage: \$20.69/hr plus full benefits. Benefits include employer contributions to a flexible benefits spending account (i.e., Section 125 cafeteria plan) from which elections may be made for health, dental and vision insurance among other options; employer contributions to a 403(b) retirement plan (beginning year 2), employer-paid life and disability insurance and vacation, sick leave, and holidays.

The employer is the CSU, Chico Research Foundation, a non-profit corporation serving as an auxiliary organization of California State University, Chico. Employment is considered to be at-will.

APPLICATIONS: Applicants must submit a completed CSU, Chico Research Foundation application, cover letter, current resume and three references. Application materials and job announcement can be obtained by contacting:

BY MAIL:

CSU, Chico Research Foundation
CSU, Chico, Building 25
Chico, Ca. 95929-0246

OR CALL: (530) 898-6811

OR VISIT OUR WEBSITE:

<http://www.csuchico.edu/rfdn/>

IN PERSON:

CSU, Chico Research Foundation
25 Main Street, 2nd Floor suite 203
Chico, Ca.

DEADLINE: Applicants must submit completed CSU, Chico Research Foundation application materials to one of the above addresses by **5:00 pm, November 20, 2009**. Applications received after this date will not be accepted for any reason. It is the applicant's responsibility to allow adequate mail and delivery time.

DISCLOSURE OF CAMPUS CRIME STATISTICS

An annual security report disclosing crime statistics for California State University, Chico can be obtained by contacting the Chico State University Police Department (530) 898-5372 or by accessing the following Website: <http://www.csuchico.edu/up>.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

Qualified applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, or the presence of a non-job-related medical condition or disabilities. It is the Research Foundation's policy to hire only United States citizens and aliens lawfully authorized to work in the United States. All new employees must provide proof of identity and authorization to work. Prospective applicants with a disability may request and receive reasonable accommodation during the application and selection process.