POSITION: Ecological Data Curator
Full-Time / Benefited / Hourly / Non-Exempt
RECRUITMENT ID: 914
COMPENSATION: $19.00 - $29.00 per hour
LOCATION: California Department of Fish and Wildlife (CDFW) office, Sacramento, CA. This position will be hybrid telecommuting. Candidate must be a California resident at the start of the position.

ESSENTIAL JOB FUNCTIONS: Working closely with Vegetation Ecologists and GIS Analysts in a group setting, the incumbent works on various projects supporting the classification and mapping of California’s vegetation. Using ecological knowledge, appropriate sources, and interpretation of the data, the incumbent will update vegetation community rarity ranks, write alliance and association descriptions, and make other content updates to the Manual of California Vegetation. Duties include utilizing existing GIS data to perform spatial analysis to determine range extent and distribution of natural communities; assisting with rarity ranking of vegetation types using the NatureServe ranking calculator, performing literature searches on vegetation types and summarizing findings; and updating standardized databases. Utilizing GIS and data management skills, the incumbent will prepare datasets to be used in spatial analyses including sample allocations; induct varied vegetation surveys into an existing database and GIS layer; and prepare vegetation datasets for publication on CDFW’s web mapping application, BIOS. Other duties may include field work following standardized field data collection protocols to in the Northern California Coast and Coast Ranges, Modoc Plateau and Warner Mountains, and other areas of California, vegetation data entry and quality checking, cross-walking vegetation types, distributing program data, and other duties as assigned.

EMPLOYMENT STANDARDS: Bachelor of Science in biology, environmental science, geology, geography or related field preferred. Experience working with biological datasets and knowledge of California flora and California plant communities is required. Enrollment in or completion of a Certificate or Degree program in GIS or substantial experience in GIS desired but not required. Required knowledge, skills, and abilities include:

• Experience using MS Access or other database software including writing queries and macros
• Strong organizational skills and attention to detail
• Ability to communicate clearly, both verbally and in writing
• Ability to function cooperatively and productively as a member of a unit
• Ability to prioritize tasks and to solve problems while communicating issues and asking for clarification
• Ability to work at a computer for extended periods of time
• Willingness and ability to learn new technologies quickly;
• Willing to travel and perform fieldwork under a variety of conditions throughout California.
• Must possess a valid California driver license, Class C

COMPLIANCE REQUIREMENTS:
• Candidate must be in possession of valid driver’s license and automobile liability insurance. Participation in the DMV Employer Pull Notice Program (driving record) is required. The candidate will be required to update their insurance with Chico State Enterprises Human Resources when necessary.
• CSE is collecting information from current employees and new hires in process to comply with this CSU system policy.

DISCLOSURE OF CAMPUS CRIME STATISTICS
CSU, Chico's Annual Security Report includes summaries of institutional policy relating to campus safety, drug and alcohol use, sexual assault, and other matters. The report is published in compliance with the Clery Act and includes three years of certain crime statistics that occurred in Clery Act defined geography. A paper copy of the report may be requested in person at CSU, Chico Police Department or by calling (530) 898-5555. It is also available on the web at 2020 Annual Security Report.

Chico State Enterprises is an Equal Opportunity Employer and does not discriminate against persons on the basis of race, religion, color, ancestry, age, disability, genetic information, gender, gender identity, gender expression, marital status, medical condition, National origin, sex, sexual orientation, covered veteran status, or any other protected status. It is the Enterprises' 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.
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AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

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BENEFITS: Benefits for employees working 30 hours or more per week include employer paid life insurance ($50,000) and long-term disability; options for health, dental, and vision insurance; FSA; 14 paid holidays including 1 personal holiday; vacation accrual (initially 10 days/year); sick leave (up to 12 days/year); employer contributions to your 403(b) retirement plan (up to 8%).

HOW TO APPLY:
To be considered, submit the following documents by **November 1, 2022.** Documents submitted after this date will not be considered.

- Resume

BY DROP BOX: [https://csuchico.app.box.com/f/c8fc87a9471f4a459cd8bd6d00de40a2](https://csuchico.app.box.com/f/c8fc87a9471f4a459cd8bd6d00de40a2)

BY EMAIL: csejobs@csuchico.edu

Paper applications will not be accepted; however, Chico State Enterprises is an Equal Opportunity Employer and is happy to provide reasonable accommodations to applicants at any step of the application process. If you need assistance in this regard, or are having technical difficulties, please contact the Human Resources office at 530-898-6811 or csejobs@csuchico.edu prior to 5:00 pm on the document deadline date. The employer is Chico State Enterprises, a non-profit corporation serving as an auxiliary organization of California State University, Chico. Employment is considered to be at-will.

BENEFITS:

- Employer paid life insurance ($50,000)
- Long-term disability
- Options for health, dental, and vision insurance
- FSA
- 14 paid holidays including 1 personal holiday
- Vacation accrual (initially 10 days/year)
- Sick leave (up to 12 days/year)
- Employer contributions to your 403(b) retirement plan (up to 8%)

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