



**APPROVED BY: THE CHIEF  
ADMINISTRATIVE OFFICER**

**EFFECTIVE: March 2008**

## **BIOLOGIST I/II**

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.*

### **DEFINITION**

Assist in performing work evaluating the impact of District projects and programs that present potential or actual adverse affects on biological and other natural resources; to develop and implement mitigation and monitoring plans and programs; to prepare and negotiate agreements and permits required by outside agencies; and to perform a variety of tasks relative to assigned areas of responsibility.

### **DISTINGUISHING CHARACTERISTICS**

#### **Biologist I**

This is the entry level class in the Biologist series. This class is distinguished from the Biologist II by the performance of the more routine tasks and duties assigned to positions within the series, including assisting in general field work. Since this class is typically used as a training class, employees may have only limited or no directly related work experience. Advancement to the "II" level is based on demonstrated proficiency in performing the assigned functions, and is at the discretion of higher level supervisory or management staff.

#### **Biologist II**

This is the journey level class within the Biologist series. Employees within this class are distinguished from the Biologist I by the performance of the full range of duties as

assigned, including assisting in the evaluation and planning processes relative to endangered or threatened species, critical habitat, environmental mitigation and the impact of land and water development projects. Employees at this level may receive occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit. Employees in this class are in the process of developing expertise in the principles and practices of ecology and may be working towards an area of specialization. Positions in this class are flexibly staffed and are normally filled by advancement from the "I" level, or when filled from the outside, have prior experience.

## **SUPERVISION RECEIVED AND EXERCISED**

### **Biologist I**

Receives immediate supervision from assigned supervisory or management personnel.

### **Biologist II**

Receives general supervision from assigned supervisory or management personnel.

## **ESSENTIAL FUNCTION STATEMENTS**

*Essential responsibilities and duties may include, but are not limited to, the following:*

1. Assist in field survey work that may involve fisheries, wildlife, botanical, or wetland resources.
2. Conduct literature searches and analyze other sources of information to determine the status of biological resources.
3. Assist in the review of plans and documents to determine environmental impact on biological resources; assist in the evaluation of environmental impacts in context of environmental laws and regulations to ensure compliance; recommend project alternatives to avoid or reduce environmental impact.
4. May provide technical expertise on biological resources issues; prepare biological elements of negative declarations, environmental assessments, environmental impact reports, environmental impact statements and related reports.
5. Assist consulting with and coordinating with regulatory agencies regarding natural resource issues and permits.

6. Attend meetings and respond to public inquiries to provide information on biological resources and impacts.
7. Investigate site opportunities and constraints to determine feasibility and design elements.
8. Assist in the establishment of mitigation goals/requirements to determine mitigation design objectives; may assist in the development of and implementation of monitoring programs to evaluate progress of mitigation design and recommend future modifications.
9. Maintain a variety of files and records; prepare a variety of technical and administrative reports and documentation.
10. Perform related duties and responsibilities as required.

## QUALIFICATIONS

### **Biologist I**

#### *Knowledge of:*

Basic principles and practices of ecology, biology, botany, wetlands science, wildlife management and related natural resources management.  
Pertinent federal, state and local codes, laws and regulations.  
Principles of business letter writing and basic report preparation.

#### *Ability to:*

Perform scientific research, analysis and reporting.  
Learn to analyze and evaluate complex biological data and technical reports in order to make recommendations based on results and findings.  
Read and interpret maps, plans, specifications and contract documents.  
Learn specific quantitative techniques to evaluate resource functions and values.  
Learn computer programs and their biological resource applications.  
Learn monitoring techniques and data evaluation in order to develop and implement mitigation and monitoring programs.  
Learn to interpret and explain applicable environmental laws and regulations.  
Prepare clear and concise reports.  
Understand and carry out oral and written instruction.  
Maintain accurate notes and records.  
Communicate clearly and concisely, both orally and in writing.  
Establish and maintain effective working relationships with those contacted in the course of work.

### *Experience and Training Guidelines*

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

Experience

None

Training

Equivalent to a Bachelors degree from an accredited college or university with major course work in biological or natural sciences, ecology or a related field. Directly related experience may be substituted for the college requirement on the basis of one and one-half years of experience for one year of education to a maximum of four years.

### **License or Certificate**

Possession of, or ability to obtain, an appropriate, valid California driver's license may be required with determinations made on a case-by-case basis at the time of job posting.

### **Biologist II**

In addition to the qualifications for Biologist I:

*Knowledge of:*

Principles and practices of planning, organizing and managing biological investigations and research.  
Specific quantitative techniques to evaluate resource functions and values.  
Computer programs and their biological resource applications.  
Monitoring techniques and data evaluation in order to develop and implement mitigation and monitoring programs.

*Ability to:*

Interpret and explain applicable environmental laws and regulations.  
Analyze and evaluate complex biological data and technical reports in order to make

recommendations based on results and findings.

### *Experience and Training Guidelines*

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

#### Experience

Two years of experience performing biological, ecological or other related scientific research.

#### Training

Equivalent to a Bachelors degree from an accredited college or university with major course work in biological or natural sciences, ecology or a related field. Directly related experience may be substituted for the college requirement on the basis of one and one-half years of experience for one year of education to a maximum of four years.

#### **License or Certificate**

Possession of, or ability to obtain, an appropriate, valid California driver's license may be required with determinations made on a case-by-case basis at the time of job posting.

## **WORKING CONDITIONS**

### **Environmental Conditions**

Office and field environments; travel from site to site; exposure to inclement weather; work in or with water, below ground or on slippery or uneven surfaces.

### **Physical Conditions**

Essential functions may require maintaining physical condition necessary for sitting, walking and standing for prolonged periods of time.