



**APPROVED BY: THE CHIEF  
ADMINISTRATIVE OFFICER**

**EFFECTIVE: March 2005**

### **BIOLOGIST III**

*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**

To evaluate, analyze and assess wetlands, riparian and other biological resources related to flood control, maintenance, operations and water utility projects; to develop mitigation and monitoring plans and programs; to negotiate permits and agreements required by local, State and Federal regulatory agencies; and to perform related work as required.

#### **DISTINGUISHING CHARACTERISTICS**

This is the advanced journey level class in the biologist series. Positions at this level are distinguished from other classes within the series by the level of responsibility assumed, the complexity of duties assigned and by an emphasis on project development and interagency communication. Incumbents in this class perform a full range of highly complex or difficult work, while exercising considerable independent judgment regarding impacts assessment, monitoring programs, habitat restoration planning and environmental regulations. Employees at this level are required to have broad expertise in their assigned area of responsibility.

#### **SUPERVISION RECEIVED AND EXERCISED**

Receives direction from assigned supervisory or management personnel.

May exercise technical and functional supervision over professional and technical staff.

## ESSENTIAL FUNCTION STATEMENTS

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

1. Coordinate and participate in specialized natural resources studies and impact analysis relating to District projects and programs.
2. Plan, manage and implement baseline assessments of riparian, wetlands and other biological resources.
3. Plan, manage and implement biological resources mitigation and monitoring programs for inclusion in environmental documents including environmental assessments and environmental impact reports.
4. Prepare and review biological resources habitat restoration/revegetation plans and specifications.
5. Develop short- and long-term mitigation monitoring performance standards and success criteria; analyze, interpret and summarize monitoring data.
6. Provide policy recommendations to management on biological regulatory issues.
7. Coordinate and trace all District permitting activities; prepare permit progress reports for the Board and management staff.
8. Review, interpret, analyze and comment on local, state and federal laws, regulations, standards, procedures and policies relating to the regulatory process; notify management staff of changes in biological resource regulations.
9. Represent the District's interest in regional and State efforts regarding biological resource regulations, management and ecology.
10. Negotiate contracts for professional and consultant services and administer the work of consultants ensure that budgets, schedules, standards and contract specifications are met appropriately.
11. Prepare a variety of technical and administrative reports and correspondence.
12. Make presentations to various groups including the District's board and managers, private citizen organizations, agency staffs, various boards, commissions or councils regarding biological issues and projects.

13. May prepare or assist in the preparation of brochures, slide shows, news releases, displays, tours, lectures, seminars and similar environmental education and public relations activities for District staff and the public relating to biological resources, protection and functions.
14. Perform related duties and responsibilities as required.

## QUALIFICATIONS

### *Knowledge of:*

Principles and practices of biology, ecology, botany, wetlands science, wildlife management, fisheries and related natural resources management.  
Principles and practices of classification, identification and mapping of biological resources.  
Principles and practices of environmental planning, habitat restoration, natural resources management and conservation planning.  
Methods and techniques of scientific research, analysis and reporting.  
Methods and techniques of environmental impact assessment, mitigation, monitoring and reporting.  
Basic principles and practices of budget preparation and administration.  
Pertinent federal, state and local environmental laws, codes, regulations and procedures.

### *Ability to:*

Plan, organize and manage ecological investigations and studies relating to biological resources.  
Participate in various regulatory permit processes.  
Participate in environmental planning, habitat restoration, natural resources management and conservation planning activities and services.  
Analyze and evaluate complex biological data and make recommendations based on results.  
Operate a variety of field testing equipment and apparatus.  
Perform complex scientific research, analysis and reporting.  
Assess, mitigate, monitor and report environmental impacts.  
Prepare clear and concise administrative and financial reports.  
Interpret and apply federal, state and local policies, laws and regulations.  
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

Four years of increasingly responsible 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, environmental sciences 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.