

12-21-18 Conservation Specialist I, Chino Basin Water Conservation District, Montclair, 1-20-19 deadline

Job Title

Conservation Specialist I

Agency

Chino Basin Water Conservation District

Location

Montclair, California

Pay Rate

\$26.44 - \$36.04 per hour

Responsibilities

See full job description at <http://cbwcd.org/309/Job-Postings>

The Conservation Specialist I leads and coordinates assigned programs within the Conservation Programs Department, working in coordination with and under supervision of the Conservation Programs Manager and performs a wide variety of tasks in support of the District's mission.

The Conservation Specialist I is responsible for conservation program development, implementation, and assessment; development, delivery, and assessment of water conservation and landscape related classes to the public and landscape professionals; development, delivery, and assessment of assistance programs; and other duties listed below.

Primary duties include, but are not limited to:

- Providing day-to-day operations of district conservation programs as assigned
- Developing and implementing program integrated follow-up processes for identifying areas of customer comment and improving district performance for administered programs
- Data collection, analysis, and reporting on the effectiveness of relevant District programs to District management, Board of Directors, or other agencies, as required
- Contributing to the development of new and improvement of existing District programs
- Developing, delivering, and program coordinating of trainings and classes for community members on low water use garden design, irrigation systems, landscape conversion and water conservation
- Participating in the management, content development, administration, and delivery of professional development programs for industries related to water conservation
- Developing outreach strategies to ensure high levels of participation in District programs
- Executing outreach strategies including promoting programs through direct communication, flyers, newsletters, and press releases, in coordination with Conservation Programs Manager and other District staff
- Working with Conservation and Community Programs teams to develop quality research and informational events, workshops and materials on timely water conservation issues
- Supporting and actively participating in various water conservation programs and technical information programs such as Water Awareness Month activities, Earth Day events, and other programs

- Supporting and assisting with the full range of water conservation duties and programming performed by the District, as assigned
- Representing the District with the public, community organizations, local businesses and institutions, and representatives of other agencies as assigned
- Developing program and project budgets and schedules
- Can be called upon to participate in maintenance or planning related to District landscapes
- Consulting and assisting with district irrigation systems and water management
- Performing special projects and related duties as assigned

Requirements

- Candidates must have a Bachelor's degree with major course work in areas of environmental studies, ecology, horticulture, landscape irrigation science, landscape architecture, urban planning or directly related fields, or equivalent work experience
- Candidate will have significant work experience in a landscape business, public agency or non-profit organization with at least three years of progressively responsible experience in water conservation, irrigation auditing, horticulture and/or landscaping
- Knowledge and experience, skills, and abilities that employee must possess to effectively perform job and succeed in position
- Knowledge of water use efficiency principles and irrigation system and landscape best practice.
- Knowledge of efficient plants best suited for Inland Valley gardens
- A demonstration passion for water efficient landscaping
- A track record in working well with coworkers, professional landscapers, contractors, clients, and the public
- Significant knowledge of sustainable landscapes, horticulture, and water conservation
- Experience developing and delivering classes and presentations related to water conservation or landscaping
- Proficiency with Microsoft Office Suite
- Possess strong organization, project management, contract accounting, and report writing
- Design, installation and repair of efficient irrigation systems including spray and drip
- Troubleshooting, programming, and installation of irrigation controllers including smart controllers
- Preparing water budgets and irrigation schedules
- Planning, installation, and maintenance drought tolerant landscapes
- Prepare and deliver clear, concise, well-organized and interesting presentations to a wide variety of audiences having varying levels of technical knowledge
- Deal tactfully and courteously with internal and external contacts
- Carry out direction and effectively communicate orally and in writing
- Work independently as necessary
- Initiate, observe and maintain effective safety practices
- Work in fast-paced environment and ensure that Division projects and programs are undertaken and completed successfully in a timely manner
- Think creatively about new projects and programs
- Work well in teams, with a focus on results
- Communicate effectively, orally and in writing, in English with District Board members, co-workers, and the public in face-to-face, one-on-one and group settings

Desired Skills

Must possess, or obtain within one year of hire, two professional certifications including:

- Qualified Water Efficient Landscaper Certification (QWEL), Irrigation Association Certified Landscape Irrigation Auditor (CLIA), or other related certification at the Conservation Program Manager's discretion. CBWCD will help employees obtain necessary certifications
- Valid driver's license and a good motor vehicle driving record as evidenced by freedom from multiple or serious traffic violations or accidents for at least two (2) years duration

Application Mode

- See full job description at: <http://cbwcd.org/309/Job-Postings>
- Please fill out the online application and upload a cover letter, resume, and any other relevant materials
- Only complete applications will be considered.
- The recruitment will stay opened until filled.
- The filing deadline for the first round of reviews is January 20, 2019. Upon close of the application window, the District will review and screen applications and invite qualified candidates to an interview. References for finalists will be contacted at that time.

Application Deadline

1/20/2019

Contact for further information

Scott Kleinrock, 909-267-3224