



Position Description

Position Title: Southern San Joaquin Valley Assistant Field Manager

Office Location: Turlock

Reports to: Director of Operations

Organizational Summary: River Partners' mission is to create wildlife habitat for the benefit of people and the environment. Founded in 1998, River Partners has restored over 12,000 acres of riparian forest in California.

Position: This position assists the Director of Operations to manage and implement riparian habitat restoration projects in the Southern San Joaquin Valley. This is a full-time position – approximately 10% of time will be spent in the Turlock office assisting with grant and contract administration and 90% of time will be spent in the field assisting with management of restoration projects.

Supervisory Responsibilities: This position supervises field technicians, subcontractors and labor crews.

ESSENTIAL FUNCTIONS:

- Operate tractors and other equipment for site preparation activities such as mowing and disking.
- Operate herbicide spray rigs in a safe and controlled manner to effectively eradicate weeds.
- Supervises field crews in planting, irrigation, spraying, and other agricultural duties.
- Irrigate restoration plantings as needed and maintain irrigation systems.
- Assist in purchasing materials and supplies from vendors and coordinating deliveries and the work of subcontractors.
- Assist in the preparation and updates of project budgets, reports and timelines.
- Prepare reports as required by grant and contract agreements.
- Attend and participates in project site visits, inspections, and trainings.
- Assist in Quality Control (QC) duties of projects.
- Assist in implementing health and safety plans and procedures.
- Provide regular communication with the Director of Operations, Restoration Field Manager and Field Foremen on project progress and field conditions.
- Collect, process, and deliver native plant materials. Assist with the collection of monitoring data.
- Other duties as required.

BASIC QUALIFICATIONS:

- Bachelor degree in one of the natural sciences, agriculture, construction management or related field.
- Basic understanding of production agriculture.
- Knowledge of basic farm equipment operations and management practices.
- Knowledge of Agronomy.
- Experience growing plants, operating equipment and irrigation systems.
- Strong written and verbal communication skills.
- Proficient in reading, writing and speaking the Spanish language.
- Skilled in the use of MS Word, MS Excel, MS Outlook, MS Project, and MS Access at a basic level.
- Skilled in undertaking results oriented tasks.
- Experience preparing routine written business reports and communications.
- Experience working independently with a level of integrity and initiative.
- Experience collaborating and working with other effectively.
- Experience with problem solving.
- Ability and willingness to solve problems and learn new skills.
- Excellent organizational skills and a strong work ethic.
- A clean CA Driver’s license with no restrictions.
- Qualified Applicator’s License (preferred, but not required. Successful applicant is expected to obtain QAL with 6 months of hire.)
- Integrity and ethics beyond reproach.
- Ability to travel when needed (includes overnight trips).

REQUIRED KNOWLEDGE, SKILLS AND EXPERIENCE:

- Ability to follow oral and written instructions.
- Ability to work both independently and on a team.
- A background in farming or ranching.
- Commitment and enthusiasm to carry out and further the mission of River Partners.

WORKING CONDITIONS/PHYSICAL EFFORT:

Does this job have any travel requirements? Yes No

Percentage of time spent traveling:

- 10-25%
- 26-50%
- >50%

Travel is by (check all that apply):

- Car
- Airplane
- Other: _____

Does this job require that weight be lifted or force be exerted? If so, how much and how often? Check the appropriate boxes below.

	Amount of Time--% of Work Week			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Up to 10 pounds	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Up to 25 pounds	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Up to 50 pounds	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Up to 100 pounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
More than 100 pounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

How much on-the-job time is spent in the following physical activities? Show the amount of time by checking the appropriate boxes below.

	Amount of Time--% of Work Week			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Walk	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Use hands to handle or feel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Reach with hands and arms	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Climb or balance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stoop, kneel, crouch, or crawl	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Talk or hear	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Taste or smell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

How much noise is typical for the work environment of this job? Check the appropriate level below.

- Very quiet (examples: forest trail, isolation booth for hearing test)
- Quiet (examples: library, private office)
- Moderate noise (examples: business office with computers and printers, light traffic)
- Loud (examples: metal can manufacturing department, large earth-moving equipment)
- Very loud (examples: jack hammer work, front row at rock concert)

How much exposure to the following environmental conditions does this job require? Show the amount of time by checking the appropriate boxes below.

	Amount of Time--% of Work Week			
	None	Under 1/3	1/3 to 2/3	Over 2/3

Wet or humid conditions (non-weather)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Work near moving mechanical parts	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Work in high, precarious places	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fumes or airborne particles	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Toxic or caustic chemicals	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outdoor weather conditions	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Extreme cold (non-weather)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extreme heat (non-weather)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Risk of electrical shock	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Work with explosives	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Risk of radiation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vibration	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Does this job have any special vision requirements? Check all that apply.

- Close vision (corrected clear vision at 20 inches or less)
- Distance vision (corrected clear vision at 20 feet or more)
- Color vision (ability to identify and distinguish all colors)
- Peripheral vision (ability to observe an area that can be seen up and down or to the left and right while eyes are fixed on a given point)
- Depth perception (three-dimensional vision, ability to judge distances and spatial relationships)
- Ability to adjust focus (ability to adjust the eye to bring an object into sharp focus)
- No special vision requirements.

Describe the specific job duties that require the physical demands selected above:

Working on a large restoration site (>100 acres) with agricultural-type equipment.

River Partners is an Equal Opportunity Employer.