

Tahoe Resource Conservation District
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WATERCRAFT INSPECTOR I/II/III/IV

CLASSIFICATION DESCRIPTION

As a staff member of the Tahoe Resource Conservation District (Tahoe RCD) and working under the direction of the Invasive Species Program Manager, the positions in the Watercraft Inspector Series may be responsible for activities to include on-site surveys, watercraft inspection and decontamination services, documentation and reporting; and interaction with private/public property owners and cooperators of the Tahoe RCD. Inspector positions will be for the Lake Tahoe Basin and the Truckee River Watershed. The Watercraft Inspector Series is defined by four (4) distinct classifications, duty statements, and corresponding salary ranges. Employment under these positions is dependent upon the needs of the Tahoe RCD and the availability of funding to support the positions.

REPRESENTATIVE DUTIES AND RESPONSIBILITIES

- **Watercraft Inspector I/II:** The typical tasks for these classifications shall include:
 - perform detailed watercraft inspections;
 - identification of invasive aquatic organisms;
 - implementing identified protocols for control of identified organisms
 - assuming responsibility for the care, maintenance, and security of District tools, property and equipment;
 - interacting with the public on various issues related to boating on Lake Tahoe;
 - collecting information from boater surveys and inputting information collected into the District's database.

- **Watercraft Inspector III:** The typical tasks for these classifications shall include but not be limited to:
 - perform detailed watercraft inspections;
 - identification of invasive aquatic organisms;
 - implementing identified protocols for control of identified organisms
 - assuming responsibility for the care, maintenance, and security of District tools, property and equipment;
 - interacting with the public on various issues related to boating on Lake Tahoe;
 - collecting information from boater surveys and inputting information collected into the District's database.
 - Lead site operations and logistics

- **Watercraft Inspector IV:** The typical tasks for this classification may include but not be limited to:
 - perform detailed watercraft inspections;

- identification of invasive aquatic organisms;
- implementing identified protocols for control of identified organisms
- assuming responsibility for the care, maintenance, and security of District tools, property and equipment;
- interacting with the public on various issues related to boating on Lake Tahoe;
- collecting information from boater surveys and inputting information collected into the District's data base;
- develop staff work schedules for multiple sites as needed for identified hours of operation;
- respond to difficult situations and provide appropriate staff support;
- perform performance reviews and implement management direction
- assist in development of program performance standards and assure standards are achieved
- assist in adaptive management processes to improve effectiveness and efficiency of program

MINIMUM QUALIFICATIONS

- **Skills:** demonstrated ability to positively interact with the public and partner agencies; familiarity with and ability to implement appropriate control protocols with high risk watercraft; ability to manage high traffic situations effectively.
- **Ability to:** work effectively on a team; work with decontamination machinery; work Holidays and weekends; exercise safe work practices at all times; exercise sound judgment; communicate effectively with the public; establish and maintain effective working relationships; and present themselves professionally.
- **Personal Characteristics:** Interest and aptitude in the work, willingness and ability to professionally interact with the public and partner agencies, the ability to learn on-the-job skills and to gain knowledge in the performance of these duties.
- **Possess:** California or Nevada Class C driver's license and show evidence of a favorable driving record. A DMV printout may be required prior to employment.
- **Capacity to:** work safely and cooperatively in a group setting in a variety of working conditions; perform manual labor in rough terrain, lift heavy objects, and work for extended periods of time in various extreme weather conditions.
- **Comply:** with Federal, State and Local regulations and practices with regards to Equal Employment Opportunity, Sexual Harassment, and a Drug Free Work place. All actions taken by the Watercraft Inspector position will be of a nature to reflect favorably on the district.
- **Subject to:** thorough background check conducted and requested by the Tahoe RCD.
 - Watercraft Inspector I: This is the entry level position for this classification. No direct experience is required upon entry level into this position.
 - Watercraft Inspector II: This is the second range in this classification. The minimum requirement for this position is completion of two years of undergraduate college, or an AS or AA degree, or equivalent to one (1) field season of experience performing work required at the Watercraft Inspector I level, or a combination of education and experience.

- Watercraft Inspector III: This is the journey level position for this classification. The minimum requirement for this position is completion of two years of undergraduate college, or an AS or AA degree, or equivalent to two (2) seasons of experience performing work required at the Watercraft Inspector I or II level, or a combination of education and experience.
- Watercraft Inspector IV: This is the journey level position for this classification. The minimum requirement for this position is three (3) seasons of experience performing work required at the Watercraft Inspector II level, or a combination of education and experience.

KNOWLEDGE AND ABILITIES

- Excellent written and oral communication skills, and ability to apply this knowledge to communicating with the public;
- Applying analytical techniques to follow protocols, procedures and regulations
- Familiarity with Lake Tahoe and/or Truckee River Watershed’s ecological and social issues.
- Desirable; knowledge of watercraft and their functionality

ADDITIONAL REQUIREMENTS

The physical requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Position may require manual labor. Ability to lift up to 50 lbs; ability to sit, walk and stand for intermittent periods of time and on a frequent basis; strength, dexterity, coordination; ability to climb, bend, stoop, squat, and reach on a frequent basis around boats; ability to communicate on a telephone, via email, and in person. Ability to properly prepare for long hours exposed to the elements.

Work is performed in the field at watercraft launching locations or specified off-ramp inspection stations, which involves long hours in the elements. Facilities are located around the lake at approximately 6,226 feet. Snow can accumulate throughout the year and exceed 10 feet in depth during the winter. Winter operations may be conducted from booths located at launch facilities. Operations will allow for exposure to conditions such as dust, fumes, noise, rain, snow or odors. Frequent interruptions to planned work activities will occur. Position will require flexible work hours when needed including Holidays, weekend and evenings.

SALARY RANGE

Watercraft Inspector I	\$11.00 to \$12.13 per Hour
Watercraft Inspector II	\$13.00 to \$14.33 per Hour
Watercraft Inspector III	\$15.00 to \$16.54 per Hour
Watercraft Inspector IV	\$16.81 to \$18.53 per Hour

Pay scale is contingent upon satisfactory completion of position duties and responsibilities and upon recommendation of designated supervisor. An employee may be moved to a rate in the next higher salary step, unless the employee is already at the highest pay step.

Benefits

- **Watercraft Inspector I/II:**
The following benefits will be provided: Workers Compensation Insurance, State Unemployment Insurance, State Disability Insurance, and Social Security, consistent with the El Dorado County. There are no additional benefits provided under this classification. Paid overtime may be available for special projects and requests with prior approval from a supervisor.
- **Watercraft Inspector III:**
The following benefits will be provided: Workers Compensation Insurance, State Unemployment Insurance, State Disability Insurance, Social Security, paid holidays, consistent with the El Dorado County work calendar with paid vacation and sick leave at 3.08 hours per pay period consistent with El Dorado County employees. Employees in this classification have the option of carrying Medical/Dental/Vision benefits consistent with that offered to El Dorado County employees. For this classification staff may only receive benefits if full-time year round status applies. Paid overtime may be available for special projects and requests with prior approval from a supervisor.
- **Watercraft Inspector IV:**
The following benefits will be provided: Workers Compensation Insurance, State Unemployment Insurance, State Disability Insurance, Social Security, paid holidays, consistent with the El Dorado County work calendar with paid vacation and sick leave at 3.08 hours per pay period consistent with El Dorado County employees. Employees in this classification have the option of carrying Medical/Dental/Vision benefits consistent with that offered to El Dorado County employees. For this classification staff may only receive benefits if full-time year round status applies. Paid overtime may be available for special projects and requests with prior approval from a supervisor.