



# TAHOE

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## RESOURCE CONSERVATION DISTRICT

870 Emerald Bay Road Suite 108, South Lake Tahoe, CA 96150 • 530.543.1501 PH • TahoeRCD.org

## Aquatic Invasive Species (AIS) Roving Watercraft Inspector

### Environmental Technician I

Salary range: \$21.00 per hour

Eligible for bonuses based on attendance and standing

Full-Time, Seasonal Position

### Summary Description

Tahoe Resource Conservation District (Tahoe RCD) is a non-regulatory special district that promotes the conservation, stewardship and knowledge of the Lake Tahoe Region's natural resources by providing leadership and innovative environmental services to all stakeholders.

The Watercraft Inspection Program (WIP) is a well-coordinated, collaborative and successful aquatic invasive species (AIS) prevention effort that provides technical assistance to project partners and residents within the Lake Tahoe region. Tahoe RCD and its program partners, including the Tahoe Regional Planning Agency, work closely together to fully implement this program on public and private lands.

As a staff member of Tahoe RCD and working under the direction of the Lake Tahoe Aquatic Invasive Species Program (Program), the Roving Watercraft Inspector's primary objective will be to intercept, inspect, educate, train, and certify non-motorized and hand-launched watercraft users throughout the region. Roving Inspectors will focus heavily on public outreach/education, as well as liaising with program partners and providing assistance. Roving Inspectors will be integrated with most aspects of the Watercraft Inspection Program, including watercraft inspections, documentation, reporting, on-site surveys, customer service and interaction with the general public and partners of the Program. The Roving Inspector position will work independently but coordinate frequently with multiple representatives of management.

This position is based out of South Lake Tahoe, and requires the use of a company vehicle to travel to multiple locations within an assigned area throughout the workday. Typical daily mileage is expected to be about 40-50 miles. Scheduled locations may change daily, or more frequently, and staff will adapt quickly in response to maximize their efforts on behalf of the Program.

This position is physically and mentally demanding. Employment under this position requires completion of a background check and is considered to be "at will," dependent upon the needs of Tahoe RCD and the availability of funding to support the position. Upon seasonal return in good standing, the incumbent will be eligible for a 3% merit-based increase to compensation and will have the opportunity to hold this position again.

Position will require flexible work hours when needed including holidays, weekends, and evenings and will require manual labor.

### Position Functions

- Perform watercraft inspections and decontaminations at inspection stations
- Perform non-motorized watercraft inspections for the public at lake access areas

- Provide Education, Outreach and Training for the public at events and in the field
- Demonstrate and train the public to operate the mobile cleaning station to Clean, Drain, Dry their watercraft and equipment
- Maintain a professional presence and demeanor
- Favorably represent the Program with partners through communication, facilitation, and assistance
- Clear and concise communication with customers, staff, partners and management
- Documentation, data entry and reporting

## Duties and Responsibilities

- Maintain and improve effective relationships and liaise with rental companies, marina, launch facilities, public and private access partners and their representatives
- Address and facilitate the public with comments, questions and concerns
- Assist Outreach staff at public events and educational opportunities
- Provide content for programmatic outreach, social media and websites
- Identify aquatic invasive organisms, and become certified in the [Eyes on The Lake](#) and [Tahoe Keepers](#) programs
- Train and certify the public to be Tahoe Keepers
- Perform data entry and tracking for registered Tahoe Keepers
- Coordinate and manage the mobile cleaning station and communicate maintenance needs
- Regularly assist at inspection stations by providing inspections and familiarizing with this aspect of the program
- Track and quantify metrics for Roving Inspector efforts, successes, improvements, and short-comings for budgetary and grant reporting needs
- Organize and inventory outreach and inspection supplies
- Stock and supply outreach materials for partner locations
- Assist with remote substrate monitoring for Aquatic Invasive Species
- Occasional quality control reporting
- Identify gaps and efficiencies and suggest solutions for improvement
- Regularly communicate and report to management
- Perform additional services and other related duties as directed by Management

## Minimum Qualifications

- **Experience:** One to two years' experience in invasive species, outreach, education or other related fields.
- **Skills:** Excellent oral communication skills and ability to apply this knowledge to communicating with the public; familiarity with and/or ability to quickly learn about the Watercraft Inspection Program; familiarity with Lake Tahoe and/or Truckee River Watershed's ecological and social issues; a can-do-attitude is a must.
- **Ability to:** work on a team and independently; exercise safe work practices at all times; exercise sound judgment; communicate effectively with the public; establish and maintain effective working relationships; maintain a professional demeanor and presence.
- **Possess:** basic computer skills including, but not limited to, familiarity with Microsoft Office applications (Word, Excel, Outlook, PowerPoint), and Google Suite; California or Nevada driver's license and show evidence of a favorable driving record. A DMV printout may be required prior to employment.
- **Subject to:** background check requested by Tahoe RCD.

## Desirable Qualifications

- A passion for education, natural resources and conservation
- Experience in public outreach and customer service
- Environmental educational training experience or certifications such as Project WET or Project WILD

- Knowledge of relevant conservation activities within the Tahoe basin
- Ability to multi-task, manage time, and organize ongoing efforts
- Possess an innovative and creative mindset

## Working Conditions

Work is performed at a desk (~10%), and in the field (~90%). Position occasionally requires irregular work hours when needed (overtime, evenings, weekends, and holidays).

## Physical 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 will require manual labor. Ability to lift up to 50 lbs; ability to sit, kneel, 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; ability to communicate on a telephone, via email, and in person. Staff must properly prepare for long hours exposed to the elements. Watercraft inspections stations and boat ramps are located from approximately 6200 to 7200 feet in elevation. Summer temperatures can reach over 90°F, and snow can accumulate throughout the year. Operations will allow for exposure to conditions such as dust, fumes, noise, heat, cold, rain, lightning, snow, wildfire smoke and/or odors.

## Benefits

Position includes the following benefits: El Dorado County sick pay accrual in accordance with seasonal employment, State of California Workers' Compensation Insurance, California State Unemployment Insurance, California State Disability Insurance and Social Security. If you are currently enrolled in The California Public Employees' Retirement System (CalPERS), membership will be continued.

## To Apply

Position open until filled. Send email with "*Last Name* - WIP Roving Inspector" in subject line and attach cover letter, resume and 3 professional references to:

Glenn Seaborn, AIS Program Coordinator  
[gseaborn@tahoercd.org](mailto:gseaborn@tahoercd.org)