



TAHOE

RESOURCE CONSERVATION DISTRICT

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

Program Assistant – Crew Member

Location: South Lake Tahoe, CA

Salary Range: \$25.08 – \$35.11 per hour

Duration: March — December (Actual season dates are subject to change due to workload demands, weather and other adverse work conditions.)

Schedule: This is a full-time, 10-month position. Start and end dates are contingent upon weather including smoke and funding.

Background

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.

Tahoe Resource Conservation District (Tahoe RCD) partners with the California Tahoe Conservancy to manage Tahoe RCD and state-owned lands through the Tahoe Conservation Partnership. Under the Tahoe Conservation Partnership, Tahoe RCD hires and manages field crews and resource specialists to perform natural resource management activities on public lands, owned by California Tahoe Conservancy and Tahoe RCD. This 30+ year relationship of restoration and land management allows Tahoe RCD and the Tahoe Conservancy to collaborate and manage approximately 4,700 parcels, totaling nearly 6,500 acres on the California side of the Lake Tahoe Basin, in addition to Tahoe RCD lands. This tremendous responsibility includes forest habitat enhancement and hazardous fuel reduction, resource protection and restoration, streambank stabilization, property inspection and maintenance, and aquatic invasive species management.

This position requires working in various adverse conditions including wildfire smoke, snow, rain, and extreme heat. Length of field season may be modified due to inclement weather; adverse field conditions and/or workload demands and funding constraints.

Primary Duties and Responsibilities

This is a labor-intensive and physically demanding position, working as an integral member of a crew implementing restoration, forestry, and/or maintenance projects, as well as performing other associated tasks. This position may require flexible work hours when needed including holidays, evenings, and weekends. Note that the following list of crew activities is not exhaustive and may include cross-program coordination. The following lists various crew activities and assignments:

- Hazard tree removal
- Fuel hazard reduction
- Forest health improvement
- Wildlife habitat enhancement
- Roping/rigging for safe tree removal
- Pile building, dragging slash, chipping

We Do Conservation

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- Litter, debris, and hazardous waste removal
- Coordination on unhoused and potential encampment(s) resolution

General daily job duties may include, but are not limited to:

- Safely operating tools and equipment including chainsaws, chippers, brush cutters, various power/hand tools, and heavy equipment
- Actively participating in routine safety talks and training sessions
- Caring for, maintaining, and ensuring the security of State tools, property, and equipment
- Serving as secondary driver for crew and equipment to and from work sites
- Performing warehouse maintenance and organization tasks

Required Qualifications:

- Excellent communication skills and ability to maintain detailed project logs and notes
- Ability to work safely and cooperatively in a group setting under a variety of working conditions
- Ability to perform manual labor in rough terrain, lift heavy objects, and work for extended periods of time in various weather conditions including smoke
- Ability to work on holidays
- Possession of a valid driver's license, with clean driving record
- Demonstrated ability to follow directions and carry out specific project plans

Desired Qualifications:

- Education and background in ecological restoration, natural resources management, or land management
- Ability to drive a tow vehicle and trailer
- Familiarity with operation and maintenance of chainsaws, woodchippers, brush cutters, various power and hand tools, rigging equipment, and heavy equipment
- FAL3/2/1 chainsaw certification
- Ability to interpret assessor parcel maps and identify property boundaries

Benefits:

Tahoe RCD offers a competitive benefits package, including:

- 80% employer-paid medical and 100% employer-paid dental, vision, basic life insurance and Employee Assistance Program
- Paid Time Off: 120 hours annually (years 1–3)
- 11 paid holidays plus 2 floating holidays
- California Public Employees' Retirement System (CalPERS)
- State and federal insurance programs (Unemployment, Workers' Comp, Social Security, Medicare)
- Optional deferred compensation plan (457b)

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Physical Requirements:

The position will require manual labor. The position requires the ability to lift up to 35 lbs; ability to sit, walk and stand for intermittent periods of time and on a frequent basis; possession of strength, dexterity, and coordination; ability to climb, bend, stoop, squat, and reach on a frequent basis; and ability to communicate on a telephone, via email, and in person.

Please note:

Housing is not included with this employment opportunity. Actual season dates are subject to change due to workload demands, weather and other adverse work conditions. All positions are contingent upon funding. Final candidates will be required to provide a DMV printout. For information on Tahoe RCD: <https://tahoercd.org/> For information on Tahoe Conservancy: <https://tahoe.ca.gov/>

To Apply:

Submit a letter explaining your interest in the field of natural resource management/restoration/forestry and your qualifications for this position, along with a current resume and three (3) references to jpajobs@tahoercd.org. Submittal via e-mail is preferred.

Final Filing Date

Positions are open until filled.

TAHOE RCD IS AN EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION. IT IS THE OBJECTIVE OF THE TAHOE RCD TO ACHIEVE A DRUG FREE WORKPLACE. ANY APPLICANT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, CIVIL SERVICE RULES, AND A SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

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