



DUTY STATEMENT

DIVISION	CLASSIFICATION	POSITION NUMBER (Agency-Unit-Class-Serial)
DESERT	ENVIRONMENTAL SERVICES INTERN	549-940-4708-901
DISTRICT/HQ SECTION	WORKING TITLE	CBID
Colorado Desert District	ENVIRONMENTAL SERVICES INTERN	E
SECTOR/HQ UNIT	REPORTING LOCATION	INCUMBENT
Anza-Borrego Desert State Park	Anza-Borrego Desert State Park	
STATE HOUSING: (Check one)		IMMEDIATE SUPERVISOR
☐ Housing is required ☒ Housing may be required ☐ Housing is not available		Senior Environmental Scientist (Supervisory)
SENSITIVE POSITION DESIGNATION: (Check if applicable)		
☐ Sensitive Position as designated by the Department per California Code of Regulation (CCR) 599.961		
POSITION DESCRIPTION		
This limited-term, seasonal position works under the direction of the District Senior Environmental Scientist and reports to Lead Environmental Scientist(s). The reporting location is the Colorado Desert District Offices, Anza-Borrego Desert State Park® (ABDSP) in Borrego Springs, CA. Work will occur throughout the Colorado Desert District, including ABDSP, Cuyamaca Rancho State Park (CRSP) in Julian, and Palomar Mountain State Park (PMSP) in Palomar Mountain, CA. The position has available short-term seasonal funding for 40 hours per week, as five 8-hour workdays. Alternate schedules and weekend work requirements may occur as required, and overtime hours may be available based on project needs and funding availability. The seasonal position date range is September-May, up to approximately nine months or 189 working days. Position will remain open until filled. Short-term/Seasonal State Dorm Housing may be available. Initial main duties for this ESI position include but are not limited to: surveys for listed riparian birds (least Bell's vireo, Southwestern Willow Flycatcher) and flat-tailed horned lizards (FTHL), forest surveys, restoration work, record keeping, and data management. Additional field work may involve native and invasive plant populations, aquatic surveys, camera trapping, acoustic monitoring, invasive species removal, trail and resources repair, and forestry fuel loading surveys. This role will participate in public outreach events, document editing, and creation of written visitor and/or staff natural resources updates. The position requires driving and maintaining State 4WD and other street-legal vehicles, use of handheld phones, tablets, or paper data sheets to record field data, and may include use of hand and power tools to maintain trails.		
ALL EMPLOYEES ARE RESPONSIBLE FOR CONTRIBUTING TO AN INCLUSIVE, SAFE, AND SECURE WORK ENVIRONMENT THAT VALUES DIVERSE CULTURES, PERSPECTIVES, AND EXPERIENCES, AND IS FREE FROM DISCRIMINATION.		
ESSENTIAL FUNCTIONS:		
%	TASK/DUTIES	
30%	Species Monitoring, Field Surveys Team member on District Natural Resources Program field surveys and other natural resource project operations. Surveys take place year-round in often extreme and remote conditions and include but are not limited to avian point/ species counts, herpetofauna visual encounter surveys, native/invasive plant population management, geological and paleontological damage recording, forestry/fuel loading surveys, mapping of project areas and	

	invasions with handheld GPS devices. Includes participation in public outreach during weekly weeding, ABDSP Bighorn Sheep Count, and/or other State Park or Non-profit public outreach efforts.
20%	Record Keeping, Data Management, Research Accurate record-keeping, including data input and QA/QC is required for all projects. Includes budgeting, timekeeping, participating and documenting safety meetings, upkeep of certifications, transcribing historical data from archives, and note-taking during meetings. May include directed reviews of peer-reviewed research to determine best-management practices and make recommendations, and review/editing of other scientific documents.
15%	Natural Resource Restoration Participation in physical restoration efforts in all park units, conducting resource management, project monitoring, invasive species control, and habitat restoration. May include rehabilitating illegal incursions, removing invasive species, erosion control, out-planting native plants, collecting seeds, propagating native plants, removing illegal fire rings and litter, and installing fencing and signage. May require use of gas-powered handheld tools, other hand tools, safety equipment, communication equipment, incinerators, and herbicide or pesticide application and mixing. Wildland Firefighter training may be provided if required for job assignments.
10%	District Project Development and Permit Review Begin developing and reviewing small State Park/CEQA target projects or Department special event or research permits to learn internal State Parks processes. Online/computer Data input and Maximo accounting software record tracking, note taking, and creation of natural resource interpretation and outreach documents.
5%	District Outreach and Cross-Program Interaction Includes participation in other State Park-led outreach programs: Visitor Center "Junior Ranger" program, high-school internship program, campfire programs, Anza-Borrego Foundation outreach, and other partnership programs as assigned.
5%	Contract, Public, and State Field Crew Liaison This position may serve as on-the-ground liaison for contracted or other State Park-run field crews. The liaison role will be to communicate project needs and goals to other crews, run daily safety meetings and goals, and ensure State Park goals and targets are being met by contractors and other field crews. Communication of ongoing field goals and needs to District Environmental Scientist Lead and Senior Environmental Scientist required. Responsible for posting signs and warnings for in-district field operations that require heavy equipment or fire management. May pass out fire awareness fliers to local businesses and conduct community outreach during prescribed fires.
5%	Training, Vehicle/Equipment Maintenance Certain job-required training will occur throughout the work season as needed. The position is responsible for maintaining work vehicles, and hand and power tools. Includes conducting monthly vehicle use and maintenance inspections, recording fuel logs, and cleaning, repair and upkeep of vehicles and tools.
5%	Other Duties as Assigned May be assigned other duties as time and funding allows, at the discretion of the District Senior Environmental Scientist.
MARGINAL FUNCTIONS:	
%	TASK/DUTIES
5%	Other job-related duties as assigned and necessary for operational continuity. Attend staff meetings and trainings and prepare administrative paperwork to meet operational needs.
TYPICAL WORKING CONDITIONS	

All field work occurs in remote and often extreme conditions, with maximum temperatures of 110°F (avian surveys) to 115°F (FTHL surveys). Must be able to start before dawn each morning, drive a 4WD vehicle in off-road conditions to remote sites, be able to work with a partner in remote sites, and hike off-trail in rugged terrain carrying moderate loads (up to 25 pounds) for several hours.

TELEWORK DESIGNATION

This position is designated as: (Check one)

☐ Telework Eligible – Office Centered ☐ Telework Eligible – Remote Centered ☐ Not Telework Eligible

SPECIAL REQUIREMENTS:

Possession of a valid class C driver's license is required.

Excellent hearing and color vision, and the ability to identify or quickly learn southwestern riparian birds by sight and sound. Previous experience with avian or herptofauna surveys is preferred. Desert field experience is preferred.

This position may require hiking of up to 8 miles on some surveys. Proficiencies in ArcGIS (Survey123, Field Maps, ArcGIS Pro/Online) and Microsoft Office Suite preferred.

The statements contained in this job description reflect general details as necessary to describe the principal functions of this job. It should not be considered an all-inclusive listing of work requirements. The incumbent of this position may perform other duties (commensurate with the classification) as assigned, including work in other functional areas to cover during absences, to equalize peak work periods, or to otherwise balance the workload.

SUPERVISOR STATEMENT:

I CERTIFY THIS DUTY STATEMENT REPRESENTS AN ACCURATE DESCRIPTION OF THE ESSENTIAL FUNCTIONS OF THIS POSITION. I HAVE DISCUSSED THE DUTIES OF THIS POSITION WITH THE EMPLOYEE AND PROVIDED THE EMPLOYEE WITH A COPY OF THIS DUTY STATEMENT.

SUPERVISOR NAME (PRINT OR TYPE)	SUPERVISOR SIGNATURE	DATE

EMPLOYEE STATEMENT:

I CERTIFY I HAVE READ, UNDERSTAND, AND CAN PERFORM THE DUTIES OF THIS POSITION EITHER WITH OR WITHOUT REASONABLE ACCOMMODATION. I HAVE DISCUSSED THESE DUTIES WITH MY SUPERVISOR AND HAVE BEEN PROVIDED A COPY OF THIS DUTY STATEMENT.

EMPLOYEE NAME (PRINT OR TYPE)	EMPLOYEE SIGNATURE	DATE