

Job Title: Assistant Reserve Manager

Department: NRSS-Natural Reserve System

Job Number: 20170189

Summary of Job Duties:

Under the supervision of the Reserve Director, uses advanced concepts in environmental research and facilities management to effectively assist in the development, implementation and monitoring of research activities and operational policies for Sedgwick Reserve, a UCNRS field station and the new La Kretz Research Center at Sedgwick Reserve. The Assistant Reserve Manager will support Sedgwick Reserve and Research Center administration and facilitate and assist with the implementation of research activities that occur at the Reserve. Requires expertise related to field station responsibility, such as wildlife biology, forestry, agriculture, ecosystem research, etc. Regularly works on complex issues where analysis of situations or data requires an in-depth evaluation of variable factors. Exercises judgment in selecting methods, techniques and evaluation criteria for obtaining results. Oversees and directs students and/or researchers carrying out experimental or research activities on the Reserve.

Minimum Requirements:

- * Master's degree in environmental or related science or equivalent combination of education and experience.
- * Demonstrated knowledge and experience in ecology, ecological restoration, stewardship of aquatic and terrestrial habitats, eradication and control of non-native invasive species.
- * Ability to conceive, plan, test, and troubleshoot laboratory and/or field experimental procedures, including innovating as required.
- * Ability to communicate broad ecological and environmental knowledge to researchers, students, governmental workers, etc.
- * Experience with general maintenance of facilities involving well water systems, solar photovoltaic power, AC electrical, tool upkeep, general electronics operation.
- * Experience with computer operation of Macintosh and Windows OS, use of Global Positioning Systems.
- * Must possess basic skills in use of software including Microsoft Office, ArcGIS, Internet research, accessing campus web-based resources and email.
- * Excellent problem solving skills.
- * Experience in project management and excellent organizational skills.

* Demonstrated experience with administration and budget management, staff supervision, facilities and equipment operations and maintenance, land stewardship and resource monitoring.

* Must be available to work and be on call outside of normal business hours. All work must be carried out onsite except for brief intervals offsite on Sedgwick business, or on authorized days off and vacation periods.

Department Profile:

The University of California Natural Reserve System (NRS) consists of 39 reserve sites throughout the State. Seven of these sites are administered by the UCSB campus. These reserves provide sites for University-level classes, and for researchers and public outreach organizations to do research or explore the native habitats. For more information on the UCSB NRS: <http://nrs.ucsb.edu>, about Sedgwick Reserve: <http://sedgwick.nrs.ucsb.edu/> and the UC NRS: <http://www.ucnrs.org/>