Unique Opportunity

The Santa Clara Valley Habitat Agency is seeking an individual to join an exciting and passionate team dedicated to land conservation and the protection of threatened plant and wildlife species in Santa Clara County. The desired candidate will be highly motivated and enthusiastic with a desire to grow professionally.
The Agency

The Santa Clara Valley Habitat Agency was formed in May 2013 and has a major role in implementing the awarding winning Santa Clara Valley Habitat Plan (Habitat Plan), which was developed by the Santa Clara Valley Transportation Agency, Santa Clara Valley Water District, County of Santa Clara, and the Cities of Gilroy, Morgan Hill, and San Jose. The Habitat Plan covers about 2/3 of the area of Santa Clara County. The Habitat Plan provides streamlined state and federal permitting for public and private projects, while offering a comprehensive and effective way to address impacts of those projects on endangered and threatened species and their habitats. The most significant role of the Habitat Agency is to acquire and manage a Reserve System that will serve as mitigation for project impacts and contribute to the recovery of the species covered by the Habitat Plan.

The Habitat Agency is responsible for executing the requirements of the Habitat Plan, the permits, and the Implementing Agreement. The Habitat Agency coordinates with science advisors, outside consultants, and other land management agencies to ensure adequate and coordinated Habitat Plan implementation. The Habitat Agency includes, as part of staff or contract resources, a network of scientists, administrators, and other specialists that oversee and carry out planning and design, habitat restoration, monitoring, and adaptive management programs. The Habitat Agency is a Joint Powers Authority (JPA) composed of the Cities of Gilroy, Morgan Hill, and San Jose, and Santa Clara County. The JPA is limited to the four participating jurisdictions because the Joint Exercise of Powers Act requires that a JPA can only exercise powers held by all the participating agencies. Of the participating agencies, only the four jurisdictions have the authority to adopt the Habitat Plan fees. Because all the Permittees are responsible for implementing the Habitat Plan, all the Permittees have a role in the Habitat Agency.

The Plan

The Plan was developed in association with the US Fish and Wildlife Service and the California Department of Fish and Wildlife. Under the Endangered Species Act and the California Natural Community Conservation Planning Act, the approved Plan is a 50-year permit that authorizes incidental take of listed species. In addition to obtaining take authorization for each local partner’s respective activities, the cities and County will be able to extend take authorization to project applicants under their land use jurisdiction.

Covered activities in the Plan include seven general categories:
» Urban development
» In-stream capital projects
» In-stream operations and maintenance
» Rural capital projects
» Rural operations and maintenance
» Rural development
» Conservation strategy implementation through acquisition of new open space (approximately 33,500 acres) and enhanced protection of existing open space (approximately 13,500 acres) for the benefit of covered species, natural communities, biological diversity and ecosystem function. The strategy also includes extensive wetland creation and restoration projects as well as conditions on new public and private sector activities.

To learn more, go to: www.scv-habitatagency.org
The Santa Clara Valley Habitat Agency is in Morgan Hill, California in an area known as the South Bay, which includes Santa Clara County and the most populous city in the Bay Area, San Jose. Morgan Hill and the cities nearby boast an immense choice in outdoor activities from cycling and hiking to boating and fishing. The region is home to many fine wineries and craft beer establishments as well as being less than an hour from many beach destinations. Being in the south end of Silicon Valley also allows for a community with many leaders in innovative industries that play a part in the diverse economic growth of this region along with a strong community of farmers and ranchers who are dedicated to the land and maintaining its natural beauty for generations to come.
The Position

Under general direction, the Associate Environmental Planner/GIS Specialist will manage complex, difficult, and sensitive environmental and/or planning projects, and may serve as project leader for a major environmental and/or planning project or study.

Key Responsibilities
» Provide research, review and write tasks as necessary to support a wide range of planning tasks and overall plan implementation
» Environmental permitting, processing, and implementation
» Support the development of land management plans and regulatory permitting documents
» Create figures and perform GIS analyses using ESRI products and remote sensing tools
» Create maps and presentation graphics to convey project information
» Perform site visits and field assessments as necessary
» Assist with database development and management
» Oversee data collection, organization, and documentation to support a variety of project and planning efforts
» Will be approximately 60% environmental planning and 40% GIS and database work
» Work on multiple projects simultaneously with a commitment to keeping projects on time and within budget
» Interface with partner agencies, Board members and project managers
» Prepare grant applications
» Assist committees and groups in formulating policy statements and implementing programs
» Draft agendas and minutes of meetings

Skills / Qualifications
» Bachelor’s degree or higher in Planning, GIS, Environmental Science, Biology, Ecology or a related field
» A minimum of 5+ years of professional experience
» A minimum of 2 years of educational and work experience with ESRI’s ArcGIS Desktop (ArcMap, ArcCatalog, ArcGIS Pro)
» Additional qualifying experience may be substituted on a year for year basis for the required education
» Demonstrated understanding of and experience with relevant environmental regulations and permits/approvals (e.g., CWA 401/402/404, NWP/IP, NEPA, CEQA, ESA)
» Strong work ethic, self-motivated, and capable of independent work, but demonstrated ability to work on project teams
» Writes clear, concise, and effective reports, communicating information to the public, government officials, agencies and staff
» Good organizational and communication skills
» Excellent analytical and problem-solving skills
» Attention to detail and experience with QA/QC and data analysis

Desired Additional Qualifications
» Experience with ArcGIS Online
» Experience in regulatory permitting
» Experience with Adobe Acrobat and Illustrator
» Database management utilizing Microsoft .NET framework and SQL server
Why you want to work at SCVHA

» On the front lines of endangered species conservation and climate adaptation work
» Exemplary staff dedicated to natural resource conservation
» Exciting and dynamic work environment
» Cutting edge conservation work
» Daily contribution to projects which improve sustainability and resiliency for our communities and natural lands
» Support membership with peer organizations and professional development
Compensation and Benefits

The annual salary range is **$90,000 – $110,000** dependent on qualifications. Salary is supplemented by an attractive benefits package that includes: 100% of the cost of medical, dental & vision insurance for you and your family covered; 100% employer-funded 401(k) program; hybrid work schedule with up to 3 days a week working from home; 6 weeks of Paid Time-Off (PTO); and 14 holidays and 1 floating holiday. In addition, a basic life insurance policy is provided at 100%, and tuition reimbursement is made available for relevant study courses.

Application

This position is open until filled. To be considered for this exceptional career opportunity, submit your application that includes résumé, cover letter, a list of six work-related references (two supervisors, two direct reports, and two colleagues, who will not be contacted in the early phases of the process), and responses to the two Supplemental Questions below by the first resume review date of **Monday, April 25, 2022**. Résumé should reflect years and months of employment, beginning/ending dates.

Supplemental Questions (No more than two pages)

1. Why do you want to work for the Habitat Agency and what strengths do you bring to the position that will help us achieve our mission of endangered species recovery and habitat restoration and enhancement?
2. Please describe a challenging restoration project that you lead that involved numerous stakeholders and multiple permits to proceed?

Please go to our website to submit your application: [https://www.cpshr.us/recruitment/1985](https://www.cpshr.us/recruitment/1985)

For further information contact:

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Website: www.cpshr.us

Selection Process

Résumés and letters of interest will be screened in relation to the criteria outlined in this brochure. Candidates deemed to have the most relevant qualifications will be invited to interview with the consultant, following which, the most qualified candidates will be referred for interviews with SCVHA. An appointment to the position will be made following comprehensive reference and background checks to be coordinated with the successful candidate.