



SAN DIEGUITO RIVER PARK JOINT POWERS AUTHORITY ENVIRONMENTAL PLANNER

The San Dieguito River Park Joint Powers Authority (JPA) is seeking qualified candidates to fill the role of Environmental Planner at our headquarters office located in the San Pasqual Valley. This is a flexible 32-40 hour per week position (depending on your availability) and an excellent growth opportunity for those in the early- to mid-stages of their career.

The SDRP JPA is a small mission-driven government agency with a dynamic team environment and a variety of responsibilities to accomplish our mission. Under the direction and guidance of the JPA's Executive Director, the Environmental Planner is responsible for planning, project management, and environmental review, including CEQA compliance.

As an Environmental Planner, you will play a pivotal role in planning and managing park projects to implement the goals and objectives of the San Dieguito River Park as directed by the Executive Director and JPA Board. You will have the chance to work on a variety of rewarding and challenging projects, including planning new segments of the Coast to Crest Trail.

Compensation and Benefits

The salary range is \$38.00 to \$45.00 per hour, commensurate with your level of experience and qualifications. Salary increases are merit-based, as reflected in the annual employee evaluations given by the Executive Director and are also dependent on JPA Board budget approvals. Each new employee is on probationary status for the first six months.

The JPA offers an excellent benefits package, including vacation, sick leave, and holidays in accordance with the County of San Diego's benefit program, as well as full medical, dental, and other benefits. A retirement pension benefit is provided through the County's Employees Retirement Association (SDCERA). Continuing education opportunities (through organizations such as APA and AEP) are available with prior approval.

Duties

The JPA Environmental Planner responsibilities generally include the following tasks:

- ❖ Works with the Executive Director and consultants (engineers, landscape architects and resource specialists as needed) preparing trail plans and policies, trail alignment studies and trail site designs for the Park;
- ❖ Project Manager for specific park planning or implementation efforts, as directed by the Executive Director;
- ❖ Conducts environmental analyses and field assessments as needed for JPA-led projects including CEQA Categorical Exemptions, Initial Studies, checklists, and Negative Declarations, and files required CEQA documentation.

- ❖ Prepares and processes permit applications for JPA-led projects (Site Development Permits, Coastal Development Permits, Rights of Entry, U.S. Army Corps of Engineers 404 Permits, Streambed Alteration Agreements, etc.).
- ❖ Reviews plans and associated environmental documents for other private or public projects proposed within the San Dieguito River Park Focused Planning Area (FPA).
- ❖ Attends meetings and prepares staff reports for monthly Citizens Advisory Committee (CAC) and JPA Board of Directors meetings.
- ❖ Assists in representing JPA in public and community meetings as needed.
- ❖ Staff support for CAC Project Review Committee assisting committee members with project review and reporting.
- ❖ May assist the Executive Director in the preparation of grant applications for funding of park projects.
- ❖ Writes articles on occasion for the Park Newsletter and posts on the JPA's website and social media platforms as needed.
- ❖ Supervises GIS interns for the JPA as needed.

Qualifying Education and Experience

Applicants should possess a bachelor's degree in environmental or land use planning AND a minimum of two years of demonstrated experience in implementing the California Environmental Quality Act (CEQA) including preparing CEQA sections. Experience must include either private consulting or public agency experience in preparing and processing environmental documents in accordance with CEQA. Other qualifications may include experience in regional planning, and park, trail, and open space planning, and GIS.

Applicants must demonstrate proficiency and abilities in the following areas:

- ❖ CEQA and its implementation requirements, experience with NEPA is a plus
- ❖ Principles and practices of local planning and land use
- ❖ Report preparation and the ability to develop and make effective public presentations
- ❖ Project management including planning, organizing, scheduling, and managing consultants and budgeting
- ❖ CEQA IS/MND preparation and environmental issue scoping
- ❖ Knowledge of local biological and cultural resources

Application Procedure and Filing Deadline

Applications will be accepted until the position is filled. Applications shall include a cover letter and detailed resume. The cover letter should highlight your qualifications for this position and explain why you would like to work for the JPA. Resumes shall list education degrees, job history in environmental or planning field including date(s) of current and previous positions held and descriptions of regular job duties. A list of personal references and contact information may also be requested.

Selection Process and Timeframe

Please email application materials to: **shawna@sdrp.org**. All submitted materials will be reviewed by the JPA's Executive Director Shawna Anderson, and a group of the most qualified candidates will be invited for preliminary interviews before a selection panel. Finalist interviews may also be conducted.

Visit our website <https://www.sdrp.org/> for more information about San Dieguito River Park JPA.