



### THE POSITION

Performs land stewardship, public contact, maintenance, and habitat restoration. Maintains and improves structures, trails and picnic areas; maintains equipment, vehicles and water systems; and promotes safety awareness among the public and staff.

Establishes and maintains positive professional relationships with local residents, community groups, educational and business entities; explains the dual mission of TWC; Coordinate, promote and facilitate volunteer and education programs for land stewardship. Primarily outdoor position working in all weather conditions requires regular and punctual attendance and weekend work.

### ORGANIZATION

The Wildlands Conservancy (TWC) is a private nonprofit public benefit organization dedicated to preserve the beauty and biodiversity of the earth and to provide programs so that children may know the wonder and joy of nature.

### LOCATION

Pioneertown Mountains Preserve, a 25,000 acre nature preserve located 10 miles northwest of Yucca Valley. CA.

### ESSENTIAL FUNCTIONS

Effectively relate TWC's mission to the general public and interact positively with visitors, residents and community groups. Greets visitors, provides access and other information to the general public, ensures their safety and enforces Preserve rules and regulations.

Provides protection and security to the land and its resources; may have interactions with confrontational visitors, trespassers, illegal off-road vehicle users, and illegal hunters on the premises. Uses authority of the resource techniques during such interactions.

Repair and maintain buildings, facilities, roads, irrigation systems, solar panels, equipment, (weed eaters, mowers, vehicles, generators, etc.) and appropriate fences and gates. Performs janitorial work in buildings and restrooms. Performs various woodworking duties; making and repairing signs, kiosks, etc. Removes litter upon discovery.

Landscaping and grounds maintenance work; mowing, removing weeds, planting and trimming trees, bushes, and plants as directed. Assists in construction/landscaping of new facilities, campgrounds, picnic areas, native nursery and trails.

Assists in habitat restoration programs for riparian corridors, native vegetation; and eradication of exotic plants (may include use of herbicides).

Sets up studies for restoration and baseline monitoring projects per direction from supervisors. Collects field data with GPS unit and conducts analysis with GIS as needed.

Keeps all workshop areas clean and orderly; monitors and controls inventory of tools and equipment. Operates and maintains equipment and vehicles in a safe manner. Follows proper safety standards, practices and procedures at all times. May participate in the Safety Advisory Committee.

Inspects grounds for hazards, conducts security and safety checks on premises. Assists with emergency scenarios, and on-site accidents, prepares necessary written reports.

May design and lead volunteer, and educational service-learning projects that align with land stewardship and recreational enhancements on the Preserve.

Performs other duties relating to land stewardship as assigned.

## QUALIFICATIONS

- Bachelor's Degree preferred, but not required.
- Ability to operate a motor vehicle, valid California Driver License, and ability to be insured under TWC's auto insurance policy per the Driver Acceptability Standards.
- Position appointment is contingent upon successful *post job-offer* Live Scan criminal history background check, pre-employment physical, and drug screen.

## COMPETENCY REQUIREMENT

- Knowledge of endangered species and habitats of Southern California.
- Grounds equipment operation and maintenance procedures.
- Water and irrigation system maintenance procedures.
- Principles of ecology, plant taxonomy, natural history and habitat restoration.
- Excellent communication skills.
- Handle difficult behavior effectively and with discretion.
- Demonstrate effective use of leadership and decision making techniques.
- Work with minimal direct supervision.
- Use basic computer applications; online timekeeping system, e-mail, and Google G-suite.

## PHYSICAL DEMANDS

- Perform strenuous work outdoors in all weather conditions, and a variety of altitudes.
- Walk a minimum of six miles uneven terrain. Lift, carry, pull and push a minimum of 50 pounds. Perform routine standing, sitting, reaching, bending, kneeling, speaking, hearing, seeing, operating a motor vehicle; perform standard work functions such typing, learning, speaking on radio, telephone, and in person.
- Perform janitorial, carpentry, plumbing, and mechanical maintenance and equipment repair duties.
- Perform all landscape maintenance tasks including operating weed eaters, and mowers; weed, rake, shovel, dig; install and maintain irrigation systems.
- Competently and safely operate 4x4 vehicles (pickups) on extreme road conditions.

## COMPENSATION & CLASSIFICATION

\$19.23 per hour, Non-exempt, Full-time, 40 hours per week with complete benefits package. There is a possibility of a rent-free on-site housing option at a later date..

## EQUAL EMPLOYMENT OPPORTUNITY

The Wildlands Conservancy is an Equal Employment Opportunity Employer. All employment is decided on the basis of qualifications, merit, and organizational need. We conduct our relations with employees and applicants for employment without regard to race, color, religion (including religious dress or grooming practices), sex or gender (including gender identity and gender expression), sexual orientation, pregnancy (including childbirth, breastfeeding or related medical conditions), age (over 40), physical or mental disability, national origin or citizenship status (including language use restrictions, applicants and employees who hold a driver license granted under vehicle code 12801.9), marital status (including registered domestic partner status), ancestry, medical condition, AIDS/ HIV, genetic characteristics or genetic information, military service or veteran status, political activities or affiliations, or any other characteristics protected by federal, state, or local laws prohibiting discrimination.

## AT-WILL EMPLOYMENT

This job description is not designed to cover or contain a comprehensive listing of all activities, duties, or responsibilities that are required of the employee. Employment with The Wildlands Conservancy is for an unspecified term and is based upon mutual consent and may be terminated at will by either party. Therefore, employment and compensation may be terminated by TWC or me "at-will" at any time, for any or for no reason, with or without cause or prior notice.

Additionally, I understand and agree that the at-will nature of employment relationship with TWC means that the terms of employment at TWC, including but not limited to, promotion, demotion, discipline, transfers, layoff, compensation, benefits, job duties and responsibilities, hours and schedules, work assignments, and location of work, may be changed by TWC at any time, with or without notice, and for any or for no reason. Although other terms or conditions of employment may change, this at-will aspect of my employment relationship will remain in effect throughout my employment with TWC, unless there is a written agreement to the contrary.

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## HOW TO APPLY

To be considered for this position email your cover letter expressing why you make the ideal candidate along with your resume to [jobs@twc-ca.org](mailto:jobs@twc-ca.org).