

**THE GOVERNING BOARD OF
THE SAN DIEGO RIVER
CONSERVANCY
INVITES APPLICATIONS FOR THE POSITION OF
EXECUTIVE OFFICER
\$7,406 – 8,250.00 (per month)**

As an independent government agency SDRC's mission is the restoration and conservation of the San Diego River Area. This is accomplished by (1) acquiring, managing and conserving land; and (2) protecting or providing recreational opportunities, open space, wildlife species and habitat, wetlands, water quality, natural flood conveyance, historical and cultural resources, and educational opportunities. One important Conservancy goal is to build, in conjunction with our partners, a River-long park and hiking trail stretching fifty-two miles from the River's headwaters near Julian to the Pacific Ocean.

The Executive Officer is hired by the Board and serves at its pleasure. This position is exempt from civil service and is located in San Diego, California.

The Executive Officer manages staff and is responsible for carrying out the policies of the thirteen-member Board, for planning, fiscal management and execution of the Conservancy's programs. See the "San Diego River Conservancy Act" California Public Resources Code, Division 22.9, sections 32630 – 32661.

For a more detailed job description please go to <http://sdrc.ca.gov/docs/SDRC-EO-brochure.pdf>

Proposition 1 (Water Quality, Supply and Infrastructure and Improvement Act)

The San Diego River Conservancy was also included in the recent California Water Bond 2014 for the administration of \$17M in direct grants to eligible entities. The Executive Officer plays a key role in overseeing this grant program.

The Conservancy has a \$474,000 annual operating budget, employs an Administrative Services Manager, and an Environmental Scientist. Capital project budgets range from \$1M-\$3M per year for direct project implementation and Proposition 1 grant program respectively.

Required Qualifications and Experience:

Demonstrated ability to think strategically and creatively, work well under pressure, and meet deadlines. Possess strong organizational, supervisory, and leadership capabilities.

Administrative experience including, but not limited to the ability to prepare, understand and work with a government budget, develop regulations, rulemaking, policy development and implementation.

Supervisory and Management experience including the ability to organize and control the flow of work, manage professional and clerical staff within an office and leadership capabilities.

Experience working with and/or in taking direction from a board, committee or commission.

Education and Experience applicants should have a bachelor's degree or higher in natural resources, planning, government relations or other applicable field. Extensive experience (greater than five years) developing, planning, review and implementation of capital projects including riparian restoration, trail and park construction, land acquisition and regulatory compliance

Special Requirements:

Conflict of Interest Filing

The Executive Officer must file an annual Form 700 Statement of Economic Interests, disclosing certain personal economic interests as determined by the Conflict of Interest Code.

Interested persons must submit the following:

APPLICATION PROCESS AND RECRUITMENT SCHEDULE

To be considered for this position, please submit a resume and cover letter, including current salary and the names of four work-related references, directly to:

Ben Clay and Ruth Hayward
San Diego River Conservancy
1350 Front Street, Suite 3024
San Diego, CA 92101
Tel: 619 / 645-3183
Fax: 619 / 238-7068

Email to both : Chairman Ben Clay and Vice-Chair Ruth Hayward

At: bclay@carpiclay.com & rahlj@san.rr.com

SDRC web site: <http://sdrc.ca.gov/>

The filing date for this position is July 15, 2015.

All applications will be screened and only the most qualified candidates will be scheduled for a preliminary interview. It is anticipated that final interviews will be held during the **August 6, 2015** Board meeting in San Diego. Travel expenses for these interviews are the responsibility and at the expense of each candidate.

The State of California and the Department of Consumer Affairs is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.