
OPEN SPACE TECHNICIAN II

DEFINITION

Under general supervision, performs a variety of semi-skilled and skilled work in the construction, modification, maintenance, restoration, and repair of Authority land and facilities, including trail construction and maintenance, resource management tasks, and general building and field maintenance; uses and operates a variety of manual and power tools and equipment; patrols Authority land and enforces regulations; responds to requests and inquiries from the public and provides visitor information as necessary; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Supervising Open Space Technician. Exercises no direct supervision over staff. Provides technical and functional direction to assigned seasonal staff and/or volunteers.

CLASS CHARACTERISTICS

This is the journey-level class in the Open Space Technician series that performs the full range of duties required to ensure that Authority land and facilities are maintained in a safe and effective working condition and provide the highest level of safety for public, and staff use. Positions perform the full range of duties as assigned, working independently, and exercising judgment and initiative. Incumbents receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the department. This class is distinguished from Lead Open Space Technician in that the latter is responsible for technical and functional supervision of lower-level staff and is capable of performing the most complex duties assigned.

EXAMPLES OF TYPICAL JOB FUNCTIONS *(Illustrative Only)*

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the typical job functions.

- Patrols Authority land by vehicle or foot to ensure safe and proper use of Authority lands and facilities; enforces Authority regulations and pertinent local, state, and federal regulations as approved.
- Provides visitor services, including opening and closing facilities, providing information, directions, and assistance to the public in a variety of situations; taking accident, injury, and incident reports and assisting the public with complaints or unusual situations; explaining Authority history, programs, and projects; and providing tours of lands and facilities as requested.
- Performs a variety of administrative duties to support field operations, including responding to emails, maintaining inspection and violation trackers, and ordering and maintaining supplies; maintains accurate logs, reports, and records of work performed and materials and equipment used.
- Performs a variety of semi-skilled and skilled construction, maintenance, restoration, and repair activities of Authority properties and related facilities to ensure safe and efficient access for the public and staff.

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- Performs trail and road maintenance and construction duties, including trail brushing, clearing downed trees, erosion control, and tread restoration; maintains and constructs drainage systems, trail bridges, culverts, fences, signs, troughs, and gates.
- Performs resource management tasks, including ecosystem restoration and restoration enhancements, identifying, removing, and spraying non-native invasive plants, pest control, identifying habitat concerns and sharing information with appropriate staff, habitat creation and seed collection, maintaining wildlife cameras, maintaining grazing program infrastructure, performing spring development; and participating in data collection projects as assigned; assists California Department of Fish and Wildlife (CDFW) wardens with resource rehabilitation.
- Performs facilities and structure construction and maintenance, including semi-skilled and skilled carpentry, painting, electrical, welding, and plumbing tasks, general custodial duties, and water system installation and maintenance.
- Participates in construction and maintenance project coordination duties, including evaluating project sites, developing materials lists, calculating measurements, reading and interpreting technical specifications and plans, completing and submitting work orders, and recommending and implementing changes as needed.
- Operates and maintains a variety of mechanical and power tools and equipment such as chain saws, drills, brush cutters, power augers, tractor loaders, welder, all-terrain vehicles, woodchipper, and various hand tools required for construction, carpentry, plumbing, welding, and maintenance duties performed.
- Performs mechanical maintenance duties, including troubleshooting and making minor repairs to vehicles, equipment, and tools; fabricates tools and equipment; transports and operates light equipment as required; researches and provides input on vehicle, equipment, and tool purchases.
- Provides training to volunteers, seasonal workers, and/or other groups on assigned projects; inspects work to ensure quality control, proper use of equipment, and safety of participants.
- Observes safe work methods and makes appropriate use of related safety equipment; inspects facilities and work areas to ensure a safe work environment; conducts inspections to ensure safe storage and disposal of hazardous materials; maintains herbicide usage data and provides monthly reports to the County agriculture department; purchases herbicides as needed.
- Attends meetings and training sessions; stays abreast of new trends and innovations in the field of resources management as it relates to area of assignment.
- Provides support for controlled burns and various emergency services, such as wild land fire suppression, search and rescue, and medical response; controls traffic and monitors affected areas to ensure the safety of the public and staff.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Maintenance principles, practices, tools, and equipment for maintaining and repairing open spaces, parks, and related facilities.
- Basic outdoor skills and hazards.
- Principles and standard practices of several trades as they apply to construction, maintenance, and repair of open spaces, parks, and related structures, including carpentry, plumbing, welding, mechanical maintenance, electrical, painting, and irrigation work.

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- Basic principles and practices of resource management, including ecosystem restoration, weed management, grazing practices, and habitat restoration.
- Flora, fauna, cultural, and geological resources of California, specifically those found on Authority lands.
- The operation and minor maintenance of a variety of hand and power tools and light to heavy equipment.
- Occupational hazards and safety equipment and practices related to the work, including the handling of hazardous chemicals.
- Principles of providing functional direction and training.
- Principles and procedures of record keeping and reporting.
- Safe driving rules and practices; on and off road.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Techniques for providing a high level of customer service by effectively interacting with staff, representatives of outside organizations, and members of the public, including individuals of diverse socioeconomic, ethnic, religious, and cultural backgrounds, physical ability, and sexual orientation.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

Ability to:

- Perform a variety of construction, modification, maintenance, and repair work with accuracy, speed, and minimal supervision.
- Apply safe work techniques in a variety of situations.
- Interpret and apply the policies, procedures, laws, codes, and regulations pertaining to assigned programs and functions.
- Safely and effectively use and operate hand tools, mechanical equipment, power tools, and light to heavy equipment required for the work; perform routine equipment maintenance.
- Read, interpret, and apply technical information from manuals, drawings, specifications, layouts, blueprints, and schematics.
- Effectively provide leadership and work direction.
- Perform various emergency medical aid, fire suppression, search and rescue, and other emergency response and prevention activities.
- Handle medical emergencies and injuries in a calm and effective manner, including providing first aid and CPR.
- Maintain accurate logs, records, and basic written reports of work performed.
- Understand and follow oral and written instructions.
- Make accurate arithmetic calculations.
- Effectively represent the Authority in meetings with community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Demonstrate sensitivity to and understanding of the diverse socioeconomic, cultural, physical ability, and ethnic backgrounds of individuals encountered in the execution of Authority services and mission.

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- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, to effectively perform the work.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to the completion of the twelfth (12th) grade supplemented by college-level coursework in park maintenance, resource management, or a related field and three (3) years of experience in construction, maintenance, and/or repair of parks, open spaces, and/or related facilities.

Licenses and Certifications:

- Possession of, or ability to obtain, a valid California Driver's License.
- Possession of, or ability to obtain, Standard First Aid and Cardiopulmonary Resuscitation (CPR) certification within six (6) months of employment.
- Possession of, or ability to obtain, Chainsaw Operator Certification.
- Possession of, or ability to obtain, 4 Wheel Drive and ATV Safety Certification.
- Depending on assignment, possession of, or ability to obtain, Qualified Applicator Certificate (QAC) issued by the California Department of Pesticide Regulation.

PHYSICAL DEMANDS

Must possess mobility to work in the field; strength, stamina, and mobility to perform medium to heavy physical work, to work in confined spaces and around machines, to climb and descend ladders, to operate varied hand and power tools and construction equipment, and to operate a motor vehicle and visit various Authority sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone or radio. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate above-mentioned tools and equipment. Positions in this classification bend, stoop, kneel, reach, and climb to perform work and inspect work sites. Employees must possess the ability to lift and carry materials and objects weighing up to 60 pounds and must possess the ability to push and pull objects weighing up to 100 pounds, with the use of proper equipment.

ENVIRONMENTAL ELEMENTS

Employees work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, hazardous physical substances and fumes, and poison oak. May involve exposure to wild and/or dangerous animals. Employees may interact with staff and/or public and private representatives on sensitive matters in interpreting and enforcing Authority policies and procedures.

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WORKING CONDITIONS

May be required to work evenings, weekends, and holidays. Must wear prescribed Authority uniform and adhere to strict safety procedures and work habits. Depending on the exposure, employee is required to wear head, hearing, eye, foot, face, hand, and full protection equipment.

EFFECTIVE: April 2014
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FORM 700: No