



COUNTY OF LAKE
invites applications for the position of:

EXTRA HELP QUAGGA MUSSEL RAMP MONITOR

SALARY: \$15.53 - \$18.88 per hour

Water Resources is seeking an Extra Help Quagga Mussel Ramp Monitor (**Full job description, including minimum requirements are below**). This Extra Help position is limited to no more than 25 hours per week and no more than 900 hours per year. Incumbents are paid only for hours worked, and are only entitled to legally mandated benefits, which does *not* include paid vacation or holidays. *Extra help employees do not have status with the County.*

Please complete a hard copy application, available on the County website or in person at the Human Resources Department and indicate "Extra Help Quagga Mussel Ramp Monitor" as the title of the position on the application.

Applications may be submitted in person or by mail to the below address:

Human Resources Department, 255 North Forbes St, Lakeport, CA 95453.

EXTRA HELP QUAGGA MUSSEL RAMP MONITOR

DEFINITION

Monitor assigned boat ramps on Clear Lake to ensure compliance with the Lake County Invasive Mussel Prevention Plan and related laws, codes, rules and regulations; identify vessels and trailers that are about to launch or that have launched in Clear Lake without mussel stickers or without the correct mussel stickers; initiate contact with the general public to educate boaters and others on invasive mussels, including why it is so important to prevent mussel movement into Lake County, the effects of mussel invasions, mussel biology and the characteristics that make them one of the most successful invaders in the nation, etc.; resolve noncompliance issues in a calm, non-confrontational, educational manner according to written protocol; collect, organize and manage contact data from each public encounter to be entered into a spreadsheet; serve as an ambassador for the County, the Department of Water Resources, and the Invasive Mussel Prevention Program, with the goal that public encounters result in a positive experience; follow appropriate health and safety policies, protocols, and procedures; and to do related work as assigned.

DISTINGUISHING CHARACTERISTICS

This is a unique, specialized extra help Invasive Mussel Launch Ramp Monitor classification. This is an Extra Help (temporary) classification that is limited to no more than 900 hours per year. Incumbents are paid only for hours worked, are not entitled to benefits except those provided by law, and do not have status. Incumbents assigned to this classification are responsible for monitoring

watercraft and their trailers at public access boat launch ramps on Clear Lake in order to determine compliance with the Lake County Invasive Mussel Prevention Plan and related laws, codes, rules and regulations. Incumbents are expected to understand and be able to effectively communicate the various aspects of the Lake County invasive mussel program to the general public. Incumbents in this position are expected to work independently, have excellent verbal communication skills and work well with the public. Incumbents must be willing to work weekends, holidays, early and late shifts.

REPORTS TO

Water Resources Director I, II; Public Works Director

CLASSIFICATIONS DIRECTLY SUPERVISED

None

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES (The following is used as a partial description and is not restrictive as to duties required.)

Conducts monitoring and enforcement of grading violations and initiates appropriate enforcement actions, as required; reviews grading permit applications, plans and specifications for compliance with erosion control and storm water prevention measures; collects and records a variety of data related to grading permit activity, grading violations, and corrective actions; maintains detailed logs and records; assists with the implementation of NPDES Phase II permit requirements; assists in implementing new features of the Lake County Clean Water Program (hereafter, called the Program) as required by new regulations; interprets and disseminates NPDES program related information to staff and the general public; serves as a resource and technical consultant to explain the Department's NPDES roles, policies and regulations to staff and local government agencies; evaluates grading construction and erosion control methods and practices, quality of materials, applicable building codes, ordinances, and regulations; may conduct field inspections of residential, commercial, or industrial structures in varying states of construction, alteration, or repair; interprets applicable codes and ordinances for builders and homeowners, ensuring compliance; may check the quality of materials and methods of construction for electrical, plumbing, mechanical, framework, concrete, masonry work, lathing, plastering, tile work, roofing, etc.; may inspect completed work, giving final approval; may write correction notices and follows-up to ensure required changes; may make building inspections to ensure compliance with zoning laws and health and safety standards; may inspect mobile home installations; may issue building permits; may provide advice on construction procedures and practices; may inspect County buildings and structures; and other duties, as assigned...

TYPICAL PHYSICAL REQUIREMENTS

Frequently stand and walk for extended periods; walk on uneven terrain and on slippery surfaces; physical ability to lift and carry objects weighing up to 25 lbs.; corrected vision and hearing to normal range; verbal communication for extended periods.

TYPICAL WORKING CONDITIONS

Work is performed outside in varying temperature, weather, and humidity conditions; work may be performed in extreme temperatures; work is primarily performed independently; work is performed in an environment with exposure to moving vehicles and vessels and in highly congested traffic areas; work hours may be irregular; constant contact with the public.

DESIRABLE KNOWLEDGE, SKILLS, and ABILITIES:

Familiarity with locations and services in Lake County, especially those related to Clear Lake and to watercraft (boat launches, recreational areas, screening locations, boat rentals, fishing tackle stores, hotels, restaurants, shops, etc.)

Familiarity with the Lake County Invasive Mussel Prevention Plan and Article IX of Chapter 15 of the Lake County Code, and Uniform Minimum Protocols and Standards for Watercraft Interception Programs for Dreissenid Mussels in the Western US.

Familiarity with various types of watercraft.

Customer service skills.

TRAINING and EXPERIENCE:

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

One (1) year of experience working with the public.

Graduation from an accredited high school, or completion of GED.

Completion of the Certified Tourism Ambassador Program for the County of Lake is strongly preferred.

SPECIAL REQUIREMENTS:

Possession of, or ability to obtain an, an appropriate valid California Driver's License and a satisfactory driving record.

The contents of this class specification shall not be construed to constitute any expressed or implied warranty or guarantee, nor shall it constitute a contract of employment. The County of Lake assumes no responsibility beyond the general accuracy of the document, nor does it assume responsibility for any errors or omissions in the information contained herein. The contents of this specification may be modified or revoked without notice. Terms and conditions of employment are determined through a "meet and confer" process and are subject to the Memorandum of Understanding currently in effect.