



## **Wildland Seed Collection Assistant Manager**

Location: Sacramento; remote considered pending applicant and proposed home office location

Status: Full-time; exempt

Start date: August 1, 2024, or until filled

Reports to: Wildland Seed Collection Manager

A thriving future for California's environment and communities requires bold vision, creative problem-solving, and relentless determination. This is a critical decade for action and River Partners is growing our team of talented, tenacious change-makers to meet the challenge head on. Join us!

### **Who We Are**

**River Partners brings life back to California rivers.** We've revitalized more habitat along impaired California rivers than any other entity in the western U.S., having led hundreds of projects across nearly 20,000 acres throughout California. We restore thriving native forests and ecosystems that support imperiled wildlife, improve flood safety, boost the state's climate resilience, replenish and improve freshwater resources, create open space for communities, and build stronger local economies. Since 1998, we have pioneered an innovative, entrepreneurial approach to conservation, combining modern farming, cutting-edge science, and diverse partnerships.

We are meeting the urgent need this decade to restore our riverways and seek passionate team members to help us grow our restoration footprint at an unprecedented pace and scale.

### **Why You Should Join Us**

River Partners offers competitive salaries and benefits, including comprehensive health care insurance, flexible spending accounts, a 401(k) plan with immediate employer matching, life insurance, disability coverage, employee assistance programs, and other well-being benefits. We're proud of our supportive culture and focus on work-life balance. We strive to create an environment that brings fulfillment to our team members' personal lives by offering paid time off, an alternative work schedule, and flexible hours.

### **Position Description**

The Assistant Wildland Seed Collection Manager works with Heritage Growers' (a venture of River Partners) and the River Partners science team to conduct field assessments of native seed availability and assist in the collection of source-identified wildland seed in the San Joaquin Valley, Tulare Basin and in other locations in California. The wildland seed collection process includes obtaining permission to collect, performing pre-collection field surveys, monitoring for ripeness, seed collection, seed conditioning, seed testing, and managing seed inventory. Many species will be collected and processed to support seed needs in the expanded floodplain restoration projects through River Partners seed amplification farm, Heritage Growers.

Flexibility, creativity, and problem-solving skills are required to determine the most efficient and effective method to identify, monitor and collect wildland seed. The position requires good botanical skills, the ability to determine when seed is ripe and ready to collect and careful documentation of the collection process. The majority of collections in the first year will occur in the San Joaquin Valley with other scouting and collect seed occurring in other locations in California. Collection locations will be more geographically spread out in future years. Approximately 50%-75% travel will be required during the collection season (March-November). Office work for this position includes, but is not limited to, assisting with data management, seed, and plant sales, documenting the collection process, and other administrative functions necessary to support the tracking and documentation of native seed collection and the administration and management of the Heritage Growers operation.

### **Essential Functions and Responsibilities**

- Preparing permit applications to collect native seed
- Ability to have positive working relationships with various landowners and managers
- Monitoring seed for ripeness and determination of seed fill
- Manage seed collection crews
- Assistance with seed inventory management
- Interest in native seed and the development of best methods to collect, dry, and process native seed using a variety of methods
- Ability to work independently under the guidance of the Heritage Growers management team
- Detailed record keeping
- Ability to key out species with the Jepson Manual in the field in a timely manner
- Assist in reporting on weekly and yearly deliverables for contracts and grants
- Assist with native seed and plant sales including bidding and client coordination
- Collaborate with different departments of River Partners on collections across the state of CA
- Design and maintain geodatabase to meet organizational needs
- Other assignments as requested to achieve seed collection goals
- Ability to work long hours during the collection season sometimes in adverse weather conditions

### **Required Knowledge, Skills, and Abilities**

- Passionate about habitat restoration
- Demonstrates a high level of observation
- Proficiency in properly identifying herbaceous and woody species of ecosystems across the state of California
- Determination of seed ripeness
- On-the-ground management of seed crews
- Exceptional time-management and organizational skills
- Able to quickly adapt and problem solve

- Demonstrate cooperative behavior with colleagues, supervisors, and managers at all times
- Strong working knowledge of common computer applications including excel.
- Track record of delivering high-quality results under tight deadlines.
- GIS mapping
- Can perform multiple tasks with competing timelines
- Ability to adapt quickly and problem solve
- Hike up to 5 miles a day
- Able to work in adverse weather conditions
- Prioritizes safety on field days
- A valid driver's license with a clean DMV record
- Interest in native seed and the development of best methods to collect, dry and process native seed using a variety of methods
- Experience with field work including knowledge and ownership of appropriate clothing and equipment including sturdy boots, clothing for sun protection, day packs, water bottles and related items typically used during field work

### Qualifications

- Bachelor's degree or higher in botany, plant sciences, habitat restoration, natural resource management or other related disciplines. Substantial experience considered in lieu of educational qualifications.
- Valid California driver's license with clean DMV Record
- Prior native seed collection experience
- Coursework/certifications in Botany.
- 2+ field seasons of conducting plant identification and/or seed collection
- Strong verbal and written communication skills.
- Excellent organizational skills, time management, and attention to details.
- Bilingual in Spanish preferred but not required.
- Ability to work effectively in a team environment and independently.
- Commitment and enthusiasm to carry out River Partners' mission.

### Compensation

Exempt position. Salary is commensurate with experience, anticipated to range between \$66,560-\$68,000. River Partners offers a generous benefits package including ample holidays and paid time off, an alternative work week schedule, flexible location and hours, medical insurance, and up to 4% 401(k) match on your contribution.

### Location

This position will be based out of Sacramento but a remote station may be considered pending proposed home office and applicant.



## To Apply

**Please submit a cover letter, resume, and contact information for three references to the link below**

[Careers at River Partners](#)

Review of applications will begin immediately and continue until this position is filled.

**Working Conditions/Physical Effort**

Does this job have any travel requirements?  Yes  No

Percentage of time spent traveling:

- 10-25%  
 26-50%  
 >50%

Travel is by (check all that apply):

- Car  
 Airplane  
 Other: \_\_\_\_\_

**Describe the specific job duties that require the physical demands selected below:**

- Hiking in various terrain collecting data and harvesting seed.
- Driving for long periods of time
- Working long hours in adverse weather conditions
- Working at a computer, using a copier, and reading documents.

Does this job require that weight be lifted, or force be exerted? If so, how much and how often?  
Check the appropriate boxes below.

	Amount of Time--% of Work Week			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Up to 10 pounds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Up to 25 pounds	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Up to 50 pounds	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Up to 100 pounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
More than 100 pounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

How much on-the-job time is spent in the following physical activities? Show the amount of time by checking the appropriate boxes below.

	Amount of Time--% of Work Week			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Walk	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sit	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Use hands to handle or feel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Reach with hands and arms	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Climb or balance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Stoop, kneel, crouch, or crawl	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Talk or hear	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Taste or smell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

How much noise is typical for the work environment of this job? Check the appropriate level below.

- Very quiet (examples: forest trail, isolation booth for hearing test)
- Quiet (examples: library, private office)
- Moderate noise (examples: business office with computers and printers, light traffic)
- Loud (examples: metal can manufacturing department, large earth-moving equipment)
- Very loud (examples: jack hammer work, front row at rock concert)

How much exposure to the following environmental conditions does this job require? Show the amount of time by checking the appropriate boxes below.

	Amount of Time--% of Work Week			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Wet or humid conditions (non-weather)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Work near moving mechanical parts	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Work in high, precarious places	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fumes or airborne particles	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Toxic or caustic chemicals	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outdoor weather conditions	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Extreme cold (non-weather)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Extreme heat (non-weather)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Risk of electrical shock	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Work with explosives	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Risk of radiation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vibration	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Does this job have any special vision requirements? Check all that apply.

- Close vision (clear vision at 20 inches or less)
- Distance vision (clear vision at 20 feet or more)
- Color vision (ability to identify and distinguish colors)
- Peripheral vision (ability to observe an area that can be seen up and down or to the left and right while eyes are fixed on a given point)
- Depth perception (three-dimensional vision, ability to judge distances and spatial relationships)
- Ability to adjust focus (ability to adjust the eye to bring an object into sharp focus)
- No special vision requirements

**River Partners is an Equal Opportunity Employer**

River Partners is an Equal Opportunity/Affirmative Action (EEO/AA) Employer. All qualified applicants will receive consideration without regard to race, color, national origin, sex, sexual orientation, genetic information, gender identity, gender expression, marital status, pregnancy, disability, medical condition religion, age, military or veteran status, or any other protected group status or non-job related characteristic as directed by law.