



## JOB ADVERTISEMENT FORM

### Requirements:

Please complete the form below and send it to [jobs@fisheries.org](mailto:jobs@fisheries.org). Our program will copy, abbreviate and paste the text you send. Please ensure that all of the information is accurate prior to sending.

**Note:** Qualified free\* ads are limited to 150 words. Ads will be posted within 24 business hours after receipt. **Official and Associate Members** (or **Individual members** who are hiring a personal assistant or a student) are permitted to post unlimited 150-word or less ads throughout the year. All announcements will be removed after 6 months unless an earlier closing date is specified.

**Payment:** Any changes to an ad already posted on the AFS site is subjected to a **\$75.00** fee.

- Non-Sustaining, Official and Associate Member rates:
  - \$350.00 per 150 words
  - 160-300 word ads are \$700.00
- Sustaining Members are allowed **FOUR**, free 150 maximum word job postings per year.
  - Additional ads are subject to a \$250.00 discounted fee. For any questions and concerns, please send to [jobs@fisheries.org](mailto:jobs@fisheries.org)

**Membership Type (Sustaining, Official, Associate, or Individual):** Associate

**Membership Number:** 92210

**Please indicate a SINGLE category for the ad:**

- \*Temporary
- \*Student Opportunities
- \*PhD Level Positions
- \*Professional Positions
- \*Permanent

**Position/Title:** **Rivers and Delta Program Associate**

**Agency/State:** The Bay Institute- California

**Responsibilities:** The Bay Institute is seeking qualified applicants for the position of Program Associate in its Rivers and Delta Program. Dedicated to protecting, restoring, and inspiring conservation of the ecosystems of San Francisco Bay and its watershed, the Bay Institute is a non-profit environmental organization and the research and advocacy arm of the umbrella group bay.org, based in San Francisco, California. The Bay Institute's Rivers and Delta Program uses its scientific and policy expertise to secure improved regulatory protections for the estuary's endangered species, design programs and projects for large-scale restoration of Bay-Delta habitats and ecological processes, and promote water management reforms that reduce stress on fragile aquatic environments.

The Program Associate is a half time, 20 hours per week technical staff position that supports the work of Rivers and Delta Program staff scientists on fishery, ecological and hydrological issues relating to protection and restoration of the Bay, the Sacramento-San Joaquin Delta and the San Joaquin and Sacramento River watersheds. Specific initiatives involve review and revision of existing water quality standards and endangered species protections; engagement in planning and permitting of proposed



water supply projects such as the Delta tunnels and new Central Valley reservoirs; and implementation of the landmark agreement to restore flows and fisheries to the mainstem San Joaquin River.

**Position purpose/general duties:**

- Tracking, retrieving, and analyzing ecological, fisheries, hydrological, and water project operations information from a variety of sources.
- Reviewing relevant reports, publications, and other materials; attending relevant meetings, workshops, and conferences; and providing written and verbal summaries to senior staff.
- Assisting senior staff in preparation of comment letters, reports, presentations to decision-makers and the public, and other materials.
- Providing general administrative support for senior staff including file management and other duties as needed.

This is a half time, 20 hours per week position with a flexible work shift. The position may be increased to full time in 2017, if funding becomes available.

Off site (i.e., home office) basing will be offered with an additional home office stipend. Candidates must reside in Northern California and are required to attend meetings in the San Francisco headquarters of the Bay Institute as scheduled by the Program Director. The Program Associate must be able to transport his/herself to and attend meetings in Sacramento, the San Joaquin Valley and the Bay Area as needed.

**Qualification:** A degree (or equivalent experience) in aquatic ecology, fishery management, and/or water resources management. The ideal candidate would have a master's degree in the relevant areas with strong analytical skills and significant knowledge of ecological processes and issues in the San Francisco Bay/Sacramento-San Joaquin River Delta estuary and/or Central Valley Rivers.

- Experience with large data sets and statistical analysis. The ideal candidate would have experience with database management and data analysis software and knowledge of physical and biological data sets specific to biological and physical conditions in California's Central Valley, Delta, and Bay.
- Excellent communication skills - both written and oral.
- Excellent organizational and computer skills.
- Ability to work well without supervision – self-starter.

**Salary:** The salary range for the half time Program Associate is from \$25,000 to \$30,000 per year plus benefits, depending on qualifications and experience. Benefits include health & welfare, ancillary benefits and home office stipends.

**Contact/Email:** *Gary Bobker, Rivers and Deltas Program Director* [bobker@bay.org](mailto:bobker@bay.org)

**Web link:** <http://thebayinstitute.org/>

**Ad Closing Date:** July 29, 2016

**EMPLOYERS:** E-mail a description of the position to [jobs@fisheries.org](mailto:jobs@fisheries.org) using the above headings. Please list a category and billing information (non-members) when sending job announcements. Job postings will be charged at \$350 for 150 word increments, or part thereof. We accept VISA, MasterCard, and AMEX.

\*To qualify for free posting the membership address and the ad address must be from the same office/location. Regional offices do not qualify for free postings if just their national office is a member.