

**North Santa Clara
Resource Conservation District**
An independent special district of the State of California

(408) 288-5888

1560 Berger Drive, Room 211, San Jose, CA 95112

www.rcdsantaclara.org

JOB ANNOUNCEMENT

Conservation Program Coordinator (2 positions available)

North Santa Clara Resource Conservation District (NSCRCD) is seeking to fill two (2) Conservation Program Coordinator positions based in San Jose, California:

Position #1: Full-time regular position budgeted for 40 hours/week with benefits. Proficiency in a second language desired.

Position #2: Full-time limited-duration position budgeted for 30 hours/week with benefits, through August 31, 2024. Proficiency in a second language required.

The incumbents will provide technical assistance to agricultural producers and watershed stakeholders; conduct community outreach; provide educational workshops; and provide support in the development of District projects and programs. The positions require familiarity with natural resources in Santa Clara County and the ability to effectively conduct outreach to historically underserved members of the community. Employee hours are flexible and will be primarily scheduled Monday through Friday, although occasional after-hours and weekend work may be required. The salary for these positions are currently budgeted at \$40.00 per hour, and the District provides annual leave; paid holidays; and health, dental and vision insurance for eligible employees. Minimum qualifications and specific job duties can be found on our website at <https://www.rcdsantaclara.org/join-our-team>.

To Apply:

Submit a cover letter and resume to Executive Director Stephanie Moreno at gcrcd@gcrcd.org. Applications received by midnight on Friday, July 31, 2023, will be reviewed for consideration for the first round of interviews. The positions are open until filled.

North Santa Clara Resource Conservation District is a non-regulatory independent special district located in Santa Clara County and dedicated to the conservation of natural resources. Its mission is to provide educational and technical assistance to constituents and watershed stakeholders to sustainably manage soil, water and wildlife with the best available science. As an equal opportunity employer, it conducts its business on a non-discriminatory basis, without regard to race, creed, color, caste, national origin, ancestry, sexual orientation, political affiliation or beliefs, religion, gender, gender identity or gender expression, age, physical and invisible disability, medical condition, marital status or pregnancy (as those terms are defined by the California Fair Employment and Housing Act – Government Code Section 12900-12996). Diversity, equity and inclusion are key components of the District’s strategic planning and programmatic work; more information can be found on our website at <https://www.rcdsantaclara.org/diversity-equity-and-inclusion>.