



SAN DIEGUITO RIVER PARK JOINT POWERS AUTHORITY  
is soliciting qualified applicants for the position of  
ENVIRONMENTAL PLANNER  
**Applications Due by January 27, 2023**

The San Dieguito River Park Joint Powers Authority (JPA) is soliciting qualified candidates for the position of Environmental Planner. The position is a 32 hour per week (4/5 time) position at the JPA's main headquarters office in San Pasqual Valley.

Position

Under the direction of the JPA's Executive Director, the Environmental Planner is responsible for the Park's planning and environmental review process, including ensuring that the JPA complies with land use and environmental regulations in its activities. The Environmental Planner also plans, organizes, and manages JPA projects as assigned to implement the goals and objectives of the JPA. This is a growth opportunity in a small agency implementing a variety of rewarding and challenging projects including planning new segments of the Coast to Crest Trail. The Environmental Planner will work closely with the Executive Director who previously held the Planner position for 20 years.

Duties

The JPA Environmental Planner responsibilities generally include the following tasks:

- Reviews all JPA actions for possible environmental effects and prepares environmental documentation as appropriate.
- Prepares project impact assessments, conducts environmental analyses, prepares CEQA documents including Categorical Exemptions, Initial Studies, checklists, and Negative Declarations, and files required CEQA documentation for all JPA-led projects.
- Reviews plans and associated environmental documents for projects proposed within the San Dieguito River Park Focused Planning Area (FPA) that are initiated by other public agencies or private developers, for consistency with the goals and objectives of the Park Concept Plan and for potential impacts to the San Dieguito River Park and the resources of the FPA.
- Attends and prepares staff reports as needed for the monthly Citizens Advisory Committee (CAC) and JPA Board of Directors meetings.
- Attends public workshops and public hearings as needed to present JPA-initiated projects. Responds to questions related to environmental review by members of the JPA Board, the Citizens Advisory Committee, and the public.

- Attends CAC Project Review Committee meetings as staff support and assists committee members with project review and reporting.
- Participates with the Executive Director and consultants (engineers, landscape architects and resource specialists as needed) to prepare trail plans and policies, trail alignment studies and trail site designs for the Park.
- Serves as Project Manager on certain park planning or implementation efforts, as directed by the Executive Director.
- Conducts field assessments of proposed project areas for the purpose of identifying general site conditions.
- Retains and directs resource specialists as needed to review resource specific issues such as biological and cultural resources for JPA projects.
- Prepares and processes required permit applications (Site Development Permits, Coastal Development Permits, Rights of Entry, U.S. Army Corps of Engineers 404 Permits, Streambed Alteration Agreements, etc.) for JPA initiated projects.
- Assists the Executive Director in the preparation of grant applications for funding of park projects.
- Writes articles on occasion for the Park Newsletter and posts on the JPA's website and social media platforms as needed.
- Attends and presents to outside groups as appropriate to represent the Park's perspectives and interests.
- Supervises interns working for the JPA as needed.

### Qualifying Education and Experience

Applicants shall have a bachelor's degree in environmental or land use planning AND four years of demonstrated experience in implementing the California Environmental Quality Act (CEQA) including preparing CEQA documents OR a master's degree in environmental or land use planning AND three years of demonstrated CEQA experience as listed above. Experience may include either private consultant or public agency experience in preparing and processing environmental documents in accordance with CEQA. Other qualifications may include experience in regional planning, and park, trail, and open space planning, and GIS. Applicants must demonstrate competence, skills and abilities in the following areas:

- CEQA and its implementation requirements, experience with NEPA is a plus;
- Principles and practices of local planning and land use;
- Report preparation, demonstrated writing skills including developing project descriptions, identifying and evaluating potential impacts, and identifying appropriate mitigation measures, and the ability to develop and make effective public presentations;
- Knowledge of federal, state, and local permit regulations and laws and practices applied in environmental planning;

- Knowledge of principles and practices of project management including planning, organizing, scheduling and managing consultants and budgeting;
- EIR and/or MND preparation and environmental issue scoping;
- Knowledge of basic biological and cultural resource issues; and
- Demonstrated ability to perform competently with minimum supervision.

### Application Procedure and Filing Deadline

Applications will be accepted through **January 27, 2023** although interested candidates are encouraged to submit sooner. Applications shall include a cover letter and detailed resume. Resumes shall list education degrees, work history in environmental or planning field including date(s) of current and previous positions held, descriptions of regular job duties, and reason for leaving each position as applicable. A list of three personal references familiar with candidate's professional experience including contact information shall be provided. Application materials shall be sent via email to:

Christal Keeley, [christal@sdrp.org](mailto:christal@sdrp.org)

San Dieguito River Park JPA, 18372 Sycamore Creek Road, Escondido, CA 92025.

### Selection Process and Timeframe

All submitted materials will be reviewed by the JPA's Executive Director, and a group of the most qualified candidates will be invited for preliminary interviews before a selection panel. Finalist interviews may also be conducted. The Executive Director will make the final selection, anticipated in February 2023.

### Compensation and Benefits

The salary range is an hourly rate of \$35.84 to \$48.00 at 32 hours per week (prorated 4/5 annual salary), commensurate with the candidate's level of experience and qualifications. Salary increases are based solely on merit as reflected in annual employee evaluations given by the Executive Director and are also dependent on JPA Board budget approvals. Each new employee is on probationary status for the first six months.

The Environmental Planner will earn vacation, sick leave, and holidays (prorated at 4/5 rate) in accordance with the County of San Diego's benefit program. Group Health, Long Term Disability, Workers Compensation, Life Insurance and Unemployment Insurance benefits are provided. Retirement benefits are received through the County Employees Retirement Association. Continuing education opportunities (through organizations such as local APA and AEP) also available with prior approval.

### The San Dieguito River Park

The San Dieguito River Valley Regional Open Space Park Joint Powers Authority (JPA) is a local, independent, governmental agency created in 1989 by six public agencies: the cities of Del Mar, Escondido, Poway, San Diego, and Solana Beach, and the County of San Diego. The JPA is governed by a nine-voting member Board of Directors, one each from the cities of Del Mar, Escondido, Poway, and Solana Beach, two each from the City and County of San Diego, and the chair of the Citizens Advisory Committee. A representative of the 22nd District Agricultural Association serves as an ex-officio non-voting Board member.

The JPA is a unique multi-jurisdictional public agency designed to create and maintain an open space park within the San Dieguito River Valley that extends from Volcan Mountain near Julian to the beach in Del Mar, a length of

over 55 miles in partnership with other public and private entities. The overarching goal of this collaborative effort is to create a regional open space greenbelt and park system that protects the waterways and natural and cultural resources, and to provide a coordinated system of preserved lands with a connecting corridor of walking, equestrian, and bicycle trails. The SDRP's main recreational feature is the Coast to Crest Trail, a planned 71-mile-long multi-use regional trail from the coast in Del Mar to the crest at Volcan Mountain, 49 miles of which is complete.

The JPA owns and manages over 3,000 acres of land and 73 miles of public trails within the San Dieguito River Park. The JPA also owns and operates park assets such as its office headquarters in San Pasqual Valley, a coastal ranger station near Del Mar, the Lake Hodges Pedestrian/Bicycle Bridge, Sikes Adobe Historic Farmhouse, and numerous other recreational features. In addition to its park services and trails system, the JPA is the long-term land manager for several hundred acres of restored wetlands at the San Dieguito Lagoon as well as for numerous Habitat Management Areas for which the agency has received non-wasting endowments.

Please refer to the [JPA website](#) for more detailed information about the San Dieguito River Park.