



# Habitat Program Manager/Specialist

Applications Due: May 26, 2026 at 5:00 PM

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The Santa Clara Valley Open Space Authority seeks a Habitat Program Manager/Specialist to oversee the Authority's Habitat Stewardship Program in partnership with Field Operations to deliver fuels management, conservation grazing, ecosystem function and other annual stewardship work. There is one position available, and the selected applicant will be offered the position classification that meets their experience and qualifications.

Our mission is to conserve the natural environment, support agriculture, and connect people to nature by protecting open spaces, natural areas, and working farms and ranches for future generations. Since 1993 the Open Space Authority has protected almost 30,000 acres of natural and working lands across the Santa Clara Valley. Our agency manages and conserves a network of open space lands and natural resources, while providing compatible opportunities for hiking, biking, and equestrian uses, with a focus on increasing equity of access to the outdoors for all our constituents.

We know our continued success depends on our employees and the work they do. We are committed to providing a collaborative and inclusive work environment that encourages growth and development; and acknowledges individual and team achievements.

## **The Ideal Candidate**

As a member of the Natural Resources Department, the Habitat Program Manager/Specialist will oversee and implement many of the annual stewardship and land management projects for the agency in partnership with the Natural Resources Technician and the Field Operations team.

The ideal candidate will have experience implementing wildfire resiliency projects, habitat restorations and they will understand ecology and wildlife habitat relationships. You will excel in collaboration, project management and working across teams and organizations. Knowledge of botanical resources, conservation grazing, fuels, fire and other ways of understanding habitats will be critical to this position's success.

You are interested in a work environment with a dynamic combination of field work and office work, of directly implementing work and planning the work. You will enjoy learning, challenging yourself and helping the department or organization deliver important projects. You have strong relationship building skills and thrive in collaboration with internal and external partners and stakeholders. You have an interest in growing your own leadership skills and helping to guide the department's vision and work. As a leader you are excited to provide mentorship and support growth opportunities for other Natural Resources department staff.

## **Qualifications**

The ideal candidate will possess any combination of training and experience that would provide the required knowledge, skills, and abilities. A typical way to obtain the required qualifications would be:

- Habitat Program Manager minimum qualifications:
  - Equivalent to a Bachelor's degree from an accredited college or university with major coursework in natural resource management, botany, environmental resources, biological sciences, environmental studies or related field; and
  - Five (5) years of increasingly responsible experience implementing natural resource management programs and projects.
  - Master's degree preferred but not required.
- Habitat Program Specialist minimum qualifications:
  - Equivalent to graduation from an accredited four-year college or university with major coursework in natural resource management, environmental resources, biological sciences, environmental studies or a closely related field; and
  - Three (3) years of increasingly responsible experience in planning and implementing natural resource management programs and projects.

- Desired Experience of all applicants:
  - Ability to conduct effective research and make recommendations.
  - Experience with effective project management methods.
  - Strong scientific and technical writing with excellent vocabulary and grammar.
  - Applied knowledge of Microsoft Office Suite, Adobe Suite, and ArcGIS software.

Note: This position is required to take and pass a pre-employment background check.

If you are excited by the opportunities and challenges offered in this position, we encourage you to apply, even if your experience is non-typical or if you are not sure you meet every one of the qualifications described.

### Compensation & Benefits

The salary range for this full-time, exempt position depends on the final applicant's qualifications as listed below.

- Habitat Program Manager is \$58.60 to \$71.22 hourly
- Habitat Program Specialist \$53.09 to \$64.53 hourly

To complement this salary, we offer a robust benefits package that includes medical, dental, and vision insurance for employees and their dependents – we cover 100% of the cost for these premiums. We participate in CalPERS retirement programs as well as offering a separate 457 Plan for tax deferred retirement savings. A basic life insurance policy is provided to all eligible employees with the option to purchase additional personal insurance benefits. The Authority supports a hybrid work place and this position may be afforded opportunities for remote work.

### Application and Selection

All application materials must be received prior to May 26, 2026 at 5:00 PM. To be considered for this opportunity, submit your application materials including cover letter and a self-prepared resume at the application link provided below. The Open Space Authority utilizes a robust process that will ask qualified candidates to engage in multiple steps leading up to a final panel interview. We encourage applicants to closely monitor email communication from the Authority's hiring team. The interview process will include an in-person panel interview expected to occur the week of June 8<sup>th</sup>, and a field-based interview the week of June 15<sup>th</sup>.

### Workplace Culture Santa Clara Valley Open Space Authority

The staff of the Open Space Authority are passionate about conservation and driven to make an impact in the community through their work. Everyone brings a unique skillset to their role and the creative collaboration of all staff maximizes talent to realize the Authority's mission. We have established values and defined supporting behaviors that are shared and demonstrated by every employee at the Authority. Together all of these reflect the culture that makes the Authority the high performing agency that it is. We are Intentional, Respectful, Accountable, Empowering, Innovative, Collaborative, and Inclusive. You can learn more about the staff of the Authority and how everyone works together [on our website here](#).

The Open Space Authority envisions the Santa Clara Valley as a region dense with beautiful natural areas, where a vibrant network of interconnected open spaces, trails, wildlife habitats, and thriving agricultural lands enrich our communities. [Learn more about how the Authority tackles these goals](#).

The Authority values Justice, Equity, Diversity, Inclusion, and Access in our work to preserve the natural environment, support agriculture, and connect people to nature:

- We have **Accessible, Collaborative, and Accountable** processes to engage the diverse communities we serve in our programs, projects, careers, and governance opportunities.
- We have **Respect** for the land and all people in our community.
- We are **Inclusive** and acknowledge current and historic land stewards.
- We **Empower** future generations of conservation leaders.
- We invite everyone to join and connect to nature with us.

*The Authority is committed to the principles of equal employment. We are earnest in our efforts to comply with all state and federal laws providing Equal Employment Opportunities, and all other employment laws and regulations. We do not discriminate on the basis of race, color, age, gender, national or ethnic origin, religion, sexual orientation or physical disability. We are committed to creating a safe environment where people are treated with respect and appreciated for their unique differences, where issues are promptly raised and resolved and where communication flows across all levels of the agency.*