

CONSOLIDATED MOSQUITO ABATEMENT DISTRICT**URBAN PROGRAMS SPECIALIST****Position Definition, Description and Characteristics:**

Under the direction of the District Manager and the Superintendent of Operations, the Urban Programs Specialist is responsible for the general, day-to-day, field operations and implementation of the District's urban residential vector control programs, including the green pool, invasive *Aedes*, utility vault and storm drain programs, on a District-wide basis. The Urban Programs Specialist assists in the planning, development and organization of the urban vector control programs, and is responsible for evaluating the programs and assists with programmatic changes and modifications. The Urban Programs Specialist supervises, trains, directs and assists field personnel in their daily operational work activities. The employee is a primary contact person with the public regarding urban residential vector control issues and assists the Science Education Coordinator with public education and awareness and community outreach.

Example of Duties:

- Plans, directs and supervises the District-wide operations of the green pool and other urban sources program, and the *Aedes aegypti* control program;
- Oversees the use of Inspection and Abatement Warrant for backyard access;
- Trains, instructs, supervises and evaluates subordinates in work assignments;
- Supervises service requests related to the invasive *Aedes* program, and to the green pool and other urban sources program;
- Is the point person for follow-up with dissatisfied or uncooperative residents associated with the green pool and invasive *Aedes* programs, and addresses service requests that require a higher level of expertise to resolve;
- Meets and works with "special needs" residents and the elderly regarding urban programs;
- Collaborates with the Science Education Coordinator to provide education and information to businesses, mobile home parks, apartment/condominium complexes, schools, and others, in response to service requests;
- Assists the Science Education Coordinator with content development for production of educational and informational materials;
- Collaborates with outside agencies to coordinate and facilitate the work of the District;
- Performs the work of an Area Supervisor as circumstances require;
- Performs, occasionally, other tasks or functions not stated in this description, but within the scope of experience and capability; and
- Performs related work as required.

Minimum Qualifications:

Education and Experience: Combination of education and experience that demonstrates a sufficiency to successfully perform the essential duties as listed above. Demonstration of a working knowledge of vectors and vector control strategies.

Licenses, Certifications, Examinations: Applicant must have a valid California Drivers License and have and maintain a good driving record, and be insurable under the District's insurance carrier.

Applicant must possess the ability to obtain and maintain a Mosquito Control Technician Certificate, a Vertebrate Control Certificate and a Terrestrial Invertebrate Vector Control Certificate from the California State Department of Public Health.

Applicant must successfully complete a pre-placement physical examination, respirator training and drug screen.

Knowledge of:

- Fundamentals and techniques of employee supervision;
- Organization and operation of a mosquito control district, use and application of pesticides for mosquito control, and elements of vector and vector-borne disease surveillance;
- Collection, analysis and interpretation of data associated with vector surveillance and control activities;
- Fundamental mathematics and calculations used to determine pesticide application rates;
- Rules and regulations on pesticide use and vector control activities;
- Basic use and operations of a Microsoft Windows[®]-based PC and MS Office[®] software; and
- Correct English usage, spelling, grammar and punctuation; and principles of composition and report writing.

Ability to:

- Communicate with groups and individuals in a direct, honest, effective, and courteous manner, including individuals who are discourteous or angry;
- Work cooperatively with co-workers to resolve problems, issues or disagreements;
- Possess a high level of organizational skills;
- Keep on task and on time while working on multiple projects, programs and appointments;
- Keep subordinate staff on task and appointment schedules;
- Speak and write clearly and effectively in English;
- Collect and keep accurate, detailed data and records; and
- Read, understand, interpret, evaluate and apply laws, policies, rules, regulations, contracts, guidelines, and literature of the profession;

Essential Functions:

Incumbent must be able to perform routine work while using required safety equipment, including the use of a respirator.

Incumbent must be sighted, with the ability to demonstrate close vision, distance vision, peripheral vision and depth perception and have a minimum of single-ear aided hearing. Incumbent must have complete and normal mobility of arms to reach and to carry objects, and dexterity of hands to grasp and manipulate small objects. Incumbent must be able to stand, stoop, reach and bend, and to walk on uneven terrain, such as fields, dirt banks, natural and cement stream beds, and shallow ponds. Incumbent must be without physical limitations that would prevent climbing ladders and performing customary and usual activities associated with field operational mosquito surveillance and control activities. Incumbent must frequently lift and move up to 25 pounds, and occasionally lift and move up to 50 pounds.

Working Conditions:

While performing the duties of this position, the incumbent is frequently exposed to wet and/or humid conditions; moving mechanical parts; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; and outside weather conditions. The incumbent may occasionally be exposed to toxic, noxious or irritating plants and venomous or potentially dangerous animals. The incumbent may be exposed to verbally abusive behavior from hostile individuals. The noise level in the work environment is usually moderate, but may occasionally be loud. The incumbent may be called on for evening and weekend work, as assigned.