

UC SANTA BARBARA
Natural Reserve System
Part of UC Nature

OPERATIONS MANAGER – VALENTINE EASTERN SIERRA RESERVES

Apply by 15-December-2026 for primary consideration

The Natural Reserve System (NRS) at the University of California, Santa Barbara (UCSB) invites applications for **Operations Manager of the Valentine Eastern Sierra Reserves**.

The Valentine Eastern Sierra Reserves (VESR) is a vital piece of research infrastructure – serving as a field research laboratory for scientists and outdoor classroom for students. VESR includes two reserves, both located in Mammoth Lakes, CA: (1) Sierra Nevada Aquatic Research Laboratory (SNARL) and (2) the Valentine Reserve. VESR comprises over 200 acres of pine forest, sagebrush, montane meadows, and riparian habitats. VESR provides protected wildlands and support facilities (including user housing, classrooms, and laboratory space) for conducting studies of and teaching classes about the natural systems at two reserves and across the Eastern Sierra region.

Under general supervision of the Reserve Director, the Operations Manager helps support research, education and outreach activities at VESR through providing operational research, educational, and housing facilities. The position also assists the Reserve Director as needed with other tasks including interacting with researchers, students, community members using the Reserve as well as Reserve neighbors, donors and other stakeholders of the facility. This position will help oversee contracted maintenance services and must be available outside of normal working hours. **Please see full job details below.**

The position is a full-time position based at SNARL and Valentine Reserve in Mammoth Lakes, CA. The budgeted salary range for this position is $76,936 to $88,353.44 per year, with benefits.

Apply Online & Full Job Description:
https://careerspub.universityofcalifornia.edu/psp/ucsb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS_CG_SEARCH_FL?Page=HRS_APP_JBPST_FL&Action=U&FOCUS=Applicant&SiteId=31&JobOpeningId=89797&PostingSeq=1 (***Job ID 89797***)

For primary consideration apply by 15-December-2026. Applications open until filled.

Please contact the Executive Director of the UCSB Natural Reserve System Conner Philson (philson@ucsb.edu) or the Reserve Director of VESR Carol Blanchette (blanchet@ucsb.edu) with any questions.

The University of California is an Equal Opportunity Employer

Job Posting Details

Position Number: 40072888

Payroll Title: SRA 3 RX (009611)

Job Code: 9611

Job Open Date: 11/3/26

Application Review Begins: 12/15/26

Department Code (Name): NRSS (NATURAL RESERVE SYSTEM)

Percentage of Time: 100

Union Code (Name): RX - Research Professionals

Employee Class (Appointment Type): Staff: Career

FLSA Status: Exempt

Classified Indicator Description (Personnel Program): PSS

Salary Grade: STEPS

Pay Rate/Range: The budgeted salary range that the University reasonably expects to pay for this position is $76,936.70 to $88,353.44/year. Salary offers are determined based on final candidate qualifications and experience; the budget for the position; and the application of fair, equitable, and consistent pay practices at the University. The full salary range for this position is $75,437.68 to $121,313.85/year.

Work Location: Valentine Eastern Sierra Reserves

Working Days and Hours: Monday-Friday, 8am-5pm, with occasional nights and weekends

Benefits Eligibility: Full Benefits

Type of Remote or Hybrid Work Arrangement, if applicable: N/A

Special Instructions:

For full consideration, please include a resume and a cover letter as part of your application.

Department Marketing Statement:

The UC Santa Barbara Natural Reserve System (NRS; https://www.nrs.ucsb.edu) is a network of 7 protected natural areas throughout California that provide protected environments for use in research, education, and public outreach programs. Comprising over 53,000 acres, the UCSB NRS serves thousands of researchers, students and public visitors each year as they investigate and learn about the natural world. Reserve users come from across California, the U.S., and the world to study the Reserve's diverse natural systems and native flora and fauna. The UCSB NRS includes the Sierra Nevada Aquatic Research Laboratory (SNARL) and Valentine Reserve, collectively known as the Valentine Eastern Sierra Reserves (VESR). Located in Mammoth Lakes, VESR comprises over 200 acres of pine forest, sagebrush, montane meadows, and riparian habitats. VESR provides protected wildlands and support facilities (including user housing, classrooms, and laboratory space) for conducting studies of natural systems at the Reserve and across the Eastern Sierra region. The UCSB NRS is part of the larger, UC Nature (https://UCNature.org) a UC-systemwide network of 42 natural reserves across the state. UCSB NRS and UC Nature together contribute to the understanding and wise stewardship of the Earth through research, education, and public service.

Benefits of Belonging
Working at UC means being part of this vibrant institution that shines a light on what is possible. People make UC great, and UC recognizes your contributions by making this a great place to work. Excellent retirement and health are just one of the rewards. Learn more about the benefits of working at UC
Brief Summary of Job Duties:

The Valentine Eastern Sierra Reserves are vital research infrastructure – serving as a field research laboratory for scientists and outdoor classroom for students. Under general supervision of the Reserve Director, the Operations Manager helps support research, education and outreach activities at Valentine Eastern Sierra Reserves through providing operational research, educational, and housing facilities. The position also assists the Reserve Director as needed with other tasks including interacting with researchers, students, community members using the Reserve as well as Reserve neighbors, donors and other stakeholders of the facility. In the absence of the Director, to assume responsibilities delegated by the Director. Oversee contracted maintenance services. Must be available outside of normal working hours and residence onsite is required in housing provided by the University.

Required Qualifications:

- High School Diploma
- 4-6 years of experience in the following:
    - Environmental or information technology related fields
    - Networking, informatics and technical direction to manage IT related projects including sensor networks, weather data, data archives, and operation of wireless systems
    - Project management, report writing and budgetary management
    - Administrative management of research programs, laboratories, or remote field stations
    - Operating heavy equipment
    - General maintenance of facilities involving well water systems, solar photovoltaic power, AC electrical, tool upkeep, general electronics operation

    - Land stewardship or management or natural resource management

Preferred Qualifications:

- Bachelor's Degree
- 4-6 years of experience in the following:
    - Demonstrated experience with administration and budget management, staff supervision, facilities and equipment operations and maintenance, land stewardship and resource monitoring
    - Experience with operations and life at a remote field site
    - Experience living in a rural community and under winter conditions with large snowfall, as well as large variations in climate, extreme weather events, and arid or high altitude conditions
    - Experience in fundraising or donor development
    - Willingness to engage in fundraising for the Reserve, including assisting with donor events and stewardship of donors
    - Demonstrated ability to repair and maintain equipment (laboratory and building facilities), including vehicles and roads
    - Knowledge of safety and regulatory requirements relative to field station responsibility

Special Conditions of Employment:

- Position is located at Valentine Eastern Sierra Reserves in Mammoth Lakes, CA. May be needed for special events or to respond to emergencies outside of normal work hours and/or on weekends. Must be able to hike distances over rough terrain and work in an outdoor environment. Must be able to work in the heat as well as snow and freezing weather conditions.
- Required to hold a valid driver's license, have a driving record that is in accordance with local policies and procedures, and/or enroll in the California Employer Pull Notice Program.
- Satisfactory criminal history background check
- UCSB is a Tobacco-Free environment

Misconduct Disclosure Requirement:

As a condition of employment, the final candidate who accepts an offer of employment will be required to disclose if they have been subject to any final administrative or judicial decisions within the last seven years determining that they committed any misconduct; or have filed an appeal of a finding of substantiated misconduct with a previous employer.

“Misconduct” means any violation of the policies governing employee conduct at the applicant’s previous place of employment, including, but not limited to, violations of policies prohibiting sexual harassment, sexual assault, or other forms of harassment, or discrimination, as defined by the employer. For reference, below are UC’s policies addressing some forms of misconduct:

UC Sexual Violence and Sexual Harassment Policy
UC Anti-Discrimination Policy
Abusive Conduct in the Workplace

Job Functions and Percentages of Time:

- **30% Research and Education Support -** Provide orientation to reserve users including researchers, educators, students and community members. Provide assistance to researchers utilizing field-based resources onsite (e.g. environmental sensors and other equipment). Assist researchers and students in the use of shop tools to fabricate research equipment. Oversee undergraduate and graduate students or other researchers carrying out experiments or other field activities, managing impacts on natural resources and existing and future research. Apply knowledge in networking, informatics and technical direction to manage IT related projects and services including sensor networks, weather data, data archives, and operation of wireless systems. Contribute original ideas in order to establish or improve procedures related to Research and Education Support. Provide technical audio-visual and networking support to researchers, classes and other users at the Valentine Eastern Sierra Reserves (VESR). Assist with fundraising and outreach events and actives at VESR.
- **30% Facilities and Equipment Maintenance -** Under general supervision of Reserve Director, coordinate maintenance, repair, and general improvement of facilities for research and educational use. This includes buildings, utilities, fences, roads, vehicles, signs and equipment. Assist with cleaning and maintenance of the housing units, classroom and laboratory facilities. Perform a variety of tasks in support of maintaining and managing the Reserve under supervision of the Reserve Director. Provide input to assist Director in establishing priorities and setting daily tasks; oversee and direct seasonal maintenance workers on specific projects; routinely inspect and test fire extinguishers, smoke detectors, and other equipment and schedule and oversee servicing of vehicles, equipment, and infrastructure.
- **30% Resource Management -** Under general supervision of Reserve Director, coordinate the management and maintenance of the reserve's habitats including forest, stream, meadow and sagebrush habitats. Develop and maintain a sustainable network of trails and bridges around the reserves. Manage vegetation to reduce fire risk, and control invasive species. Monitor and maintain adequate stream flow in the stream channels and streams around the reserve to prevent excessive flooding and drying. Maintain the integrity of fencing around the reserve.
- **10% Administration -** Assist the Director in managing all aspects of daily reserve operations. Use Reserve-specific online reservation system to prepare for visits to the Reserve. Provide safety support as needed for buildings and grounds, including alerting staff and proper authorities for potential hazards including trespassers. Assist Director in responding to facility and/or equipment failures and other emergencies.

UC Vaccination Programs Policy:
As a condition of employment, you will be required to comply with the University of California Policy on Vaccinations Programs.
As a condition of Physical Presence at a Location or in a University Program, all Covered Individuals* must participate in any applicable Vaccination Program by providing proof that they are Up-to-Date with any required Vaccines or submitting a request for Exception in a Mandate Program or properly declining vaccination in an Opt-Out Program no later than the Compliance Date (Capitalized terms in this paragraph are defined in the policy.). Federal, state, or local public health directives may impose additional requirements.

For more information, please visit University of California Policy on Vaccinations – https://policy.ucop.edu/doc/5000695/VaccinationProgramsPolicy

*Covered Individuals: A Covered Individual includes anyone designated as Personnel or Students under this Policy who physically access a University Facility or Program in connection with their employment, appointment, or education/training. A person accessing a Healthcare

Location as a patient, or an art, athletics, entertainment, or other publicly accessible venue at a Location as a member of the public, is not a Covered Individual.

Equal Employment Opportunity:

The University of California is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, protected veteran status, or other protected status under state or federal law.

Reasonable Accommodations:

The University of California endeavors to make https://jobs.ucsb.edu accessible to any and all users. If you would like to contact us regarding the accessibility of our website or need assistance completing the application process, please contact Katherine Abad in Human Resources at 805-893-4664 or email katherine.abad@hr.ucsb.edu. This contact information is for accommodation requests only and cannot be used to inquire about the status of applications.

Privacy Notification Statement

Privacy Notification Statement and Notice of Availability of the UCSB Annual Security and Fire Safety Report Disclosures

Application Status: If you would like to check the status of your application, please log into the Candidate Gateway where you applied and click on 'my activities'.