

Scott Soil and Water Conservation District

7151 W. 190th Street, Suite 125 • Jordan, MN 55352 • (952) 492-5425 • Fax: (952) 492-5422

POSITION ANNOUNCEMENT – *Resource Conservation Technician*

Position Title:	Resource Conservation Technician
Department:	Scott Soil and Water Conservation District
Location:	Scott County Extension and Conservation Building – Jordan, MN
Employment Terms:	Full-time - Permanent
Hiring Range:	\$32,219 - \$41,808 per year plus benefits (Starting salary based on qualifications and experience)
Salary Range:	\$32,219 - \$60,715 (Grade 5/1 – 9/10)

Position Purpose:

Scott Soil and Water Conservation District (SWCD) are accepting applications for a Resource Conservation Technician. The Resource Conservation Technician is a professional position and requires a diverse background in resource planning, problem evaluation, and conservation practice application. This position requires skills and knowledge on a variety of rural and urban conservation projects, from conception through completion, including; assistance with development reviews and construction inspections, technical direction and support to the natural resource protection programs of the SWCD and Geographical Information System (GIS) support to the SWCD. These services are provided to individuals and units of government in Scott County.

Required Qualifications:

- Preferred Background - agricultural, construction or natural resources with interest in the conservation, engineering, and enhancement of natural resources
- Education - Candidates must have a bachelor's degree with a major study in natural resource management or related field of biological, physical, or earth science. Course work in soils, hydrology and agronomic subjects are desirable. Computer literacy, along with knowledge of GIS software and computer applications is necessary. Applicable experience in soil and water resource management may be substituted for minimum educational requirements.
- Other - ability to work independently without direct supervision. Candidates must furnish document proof (transcripts, certificates, diploma, etc.) of post high school education. A valid driver's license is required

Duties and Responsibilities:

1. Develops plans with land users to address resource needs on cropland, woodland, recreational land, and other resources, as required to meet specific needs.
2. Performs site investigations, prepares site evaluation reports, performs engineering field surveys, applies or adapts standard methods and techniques from precedent cases to the planning, design, layout detailed plans and specifications for simple conservation practices, prepares cost estimates, provides construction supervision and final certification of project design of soil and water conservation practices.
3. Completes performance documentation and reviews maintenance of conservation practices with landowners.
4. Assist with the implementation of the Minnesota Wetland Conservation Act

5. Fully understands the EQIP, RIM, PWP, CREP and State cost share programs and is capable of explaining these programs to landowners
6. Assist other staff with development of grant applications or other funding opportunities that support SWCD Programs
7. Supports townships, cities, WMO's and the Scott County Community Development staff in reviewing and evaluating land development sites which would include, erosion and sediment control plans, bluff impact determinations, wetland impact and required filters and setbacks to related natural resource amenities.
8. Assist with the computer modeling of surface water nutrient and sediment loading for small watersheds
9. Promotes the conservation philosophy of the District as outlined in the Long Range Plan
10. Assist with computer file organization and data management
11. Develops, digitizes, and maintains natural resource inventories
12. Make presentations on GIS programs to promote natural resource protection activities.
13. Develops and presents at tours, workshops, demonstrations, or training sessions
14. Initiates professional development activities related to this position
15. Performs other duties, consistent with this position description, as assigned by the District Manager or SWCD Board

Work Environment:

Work is performed in a County office building, outdoors, and at various sites throughout Scott County. Lifting requirements is 75 pound on an occasional basis. Types of equipment used include personal computer/keyboard and small hand tools. Protective equipment includes occasional use of hard hats and safety vest. Position also includes exposure to outdoor condition during fieldwork, such as walking cropland fields in all temperatures and humidity and exposure to construction noise. Overall supervision received from the District Manager.

Application and Selection Procedure:

SEND COVER LETTER AND RESUME NO LATER THAN **SEPTEMBER 7, 2007** TO:

Ewald Gruetzmacher, Chairman	(952) 492-5425
Scott Soil and Water Conservation District	e-mail address: pbeckius@co.scott.mn.us
7151 West 190 th Street, Suite 125	
Jordan, MN 55352-2103	

All applications received by the closing date and time will be reviewed to determine whether or not they meet the minimum job qualifications. Qualified applicants will then be evaluated based on the information supplied in the resume and other application materials. Top applicants will be invited to a personal interview. Final selections will rely on the evaluation of both written and performance in the personal interview.

Equal Employment Opportunity:

Candidates will be considered without discrimination for any non-merit reasons such as race, color, religion, sex, national origin, politics, marital status, physical handicap or age.