

Resource Conservationist

The Fayette County Soil and Water Conservation District (SWCD) is seeking a qualified candidate for the full-time position of Resource Conservationist (RC). The RC reports to the Board of Directors and performs a wide variety of technical tasks. The RC will work closely with fellow SWCD staff to plan, promote, and coordinate the various programs, services, and events offered by the District. He/She will also work with and provide technical support to partner agencies, specifically the Farm Service Agency (FSA) and the Natural Resources Conservation Service (NRCS).

Essential Duties & Responsibilities:

Conservation Planning:

- Work with landowners and NRCS staff to conduct field survey and design for developing conservation plans that address resource concerns.
- Use of Toolkit (Conservation Desktop) in the development of conservation plans.
- Experience creating seed mixes, job sheets and CPO's
- Administration of the IL Dept of Ag's Conservations Partners Program; offering financial assistance to landowners who install/implement various conservation practices.
- Ability to obtain Engineering Job Approval Authority and Certified Conservation Planner status.

Budget & Finance

- Work closely with the Board of Directors in the development and management of the budget and Annual Plan of Work
- Assist with the preparation of agenda for review by the board at the monthly meeting.

Outreach & education

- Participate in youth education programs including Envirothon, soil judging, District's annual Conservation Kid's Day, as well as, any other events sponsored by the District.
- Responsible for the upkeep and maintenance of the District equipment
- Must have the ability to draft professional press releases, event fliers, invitations, donation requests, and other correspondence.

General Activities

- Assist customers who call or visit the office with questions about programs, sales, land use, etc.
- Prepare and submit all required reports to the Bureau of Land and Water Resources.
- Work with fellow staff to coordinate all tree sales
- Attend relevant trainings, meetings, workshops, and partner events
- Other duties as assigned

Qualifications:

Education and Experience

- Preferred Bachelor's Degree in biology, natural resources, agriculture, engineering, or related field.
- Interest and experience in conservation, agriculture, and land management
- Ideal candidate should be organized, detail oriented, self-motivated, and possess the ability to perform efficiently under limited supervision.
- Excellent oral and written communication skills are a must.
- Must be proficient in the use of Microsoft Office (i.e. Outlook, Word, Excel, PowerPoint)
- Experience with ArcView and ArcGIS and the equipment/ instruments used for surveying

Work Environment and Physical Demands

- Must be comfortable working in close proximity to other staff and the general public in a professional and courteous manner
- Work is primarily indoors but significant fieldwork will also be expected
- Ability to work outdoors in adverse conditions and walk long distance on uneven terrain
- Ability to lift 50 lbs. or more in order to move tools, supplies and equipment
- Must have a valid driver's license and complete a background check, as required by USDA regulations

Salary for this position is commensurate with education and experience. Benefits may include medical and dental insurance, sick leave, vacation time, short and long-term disability coverage, and paid holidays. To apply, please submit a cover letter, resume, references, and salary expectations by email to fayettecountyswcd@att.net or mail to the address listed below by 12 p.m. on January 15, 2019

Fayette County Soil and Water Conservation District

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Fayette County Soil and Water Conservation District is an Equal Opportunity Provider and Employer.