



Promoting the Wise Use of All Natural Resources

P.O. Box 837
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Meeker, CO 81641
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Job Description and Employment Information

JOB TITLE: District Conservation Technician

The District Conservation Technician (DCT) is a full-time temporary position (Through Dec 2019) providing technical services to agriculture producers helping initiate and/or enhance soil and water conservation practices that promote productivity and sustainability. The position is headquartered in the Meeker Field Office and provides assistance to clientele in the White River and Douglas Creek Conservation Districts (Rio Blanco County). The employee will act as an ambassador for the District at all times and is involved in District activities and “plans of work” that are relevant to supporting the Districts’ mission.

Job Description:

This person assists the Conservation Districts and Natural Resources Conservation Service (NRCS) in facilitating the development and implementation of resource management system plans by facilitating communications, coordination, and providing technical assistance. This person will provide assistance in conservation planning, working with landowners, groups, and units of government to apply and maintain a variety of conservation practices. This person is responsible for surveying, staking, information gathering, designing, engineering plan preparation, construction inspection, designing engineering practices, preparing engineering drawings, computing quantities, and preparing cost estimates. This position does not require an engineering degree, but prior engineering job experience is preferred.

Specific Job Duties/Responsibilities:

Minimum

- Development of Coordinated Resource Management Plans between private and government entities for the purpose of addressing resource concerns and meeting landowner/managers goals.
- Assists in field investigations to determine the problems landowners face and collects the data needed for field offices to develop logical solutions
- Assist the local conservation districts with completing their long-range plan of work
- Performs quality assurance to ensure that projects are carried out as designed and recommends additions as needed
- Assist the local District Conservationist on activities in support of the NRCS mission related to implementing and promoting Farm Bill programs.
- Checks completed practices to determine if goals were met and continually follows-up to determine if additional interventions are required
- Develop and coordinate outreach events through oral speeches, publications in the local newspaper, and/or flyers
- Develops long-term conservation plans to address all identified resource concerns on native rangeland, introduced pasture, and/or cropland.
- Write and present technical information for education and other purposes that are published in local newspaper and/or internet.
- Prepare and maintain files, correspondence, and some administrative duties necessary to carry out conservation technician responsibilities in a professional and timely fashion
- Drive NRCS vehicle for the performance of necessary job duties
- Attend Monthly District Board meetings and other meetings as requested (some evening meetings)

Specific Job Duties/Responsibilities (cont.):Preferred

- Independently conducts surveys and designs with the use of AutoCAD and engineering grade equipment for the implementation of practices
- Prepares, provides training, provides guidance, and reviews engineering designs and reports which include design calculations and plan preparation

Competencies:

- Attention to Detail
- Accountability
- Organizing and Prioritizing Work
- Technology Management
- Organizational Awareness
- Continuous Learning
- Initiative
- Integrity and Honesty
- Oral Communications
- Interpersonal Skills
- Decisive Judgement and Decision Making
- Information Management
- Customer Service

Minimum Requirements:

- Clean Colorado Driver's license
- At least two years' experience in agriculture and / or natural resource conservation
- Demonstrate good oral and written communication skills – preferably including within rural communities and government agencies
- Demonstrate experience or interest in private land conservation issues and technical requirements
- Ability to operate a variety of software programs necessary to complete work assignments
- Demonstrate ability to maintain confidentiality of cooperator business and records.

Preferred Experience:

- Completes an engineering survey independently
- Completes an engineering survey job from start to finish independently with few or no errors
- Implements an engineering design completed by someone else
- Conducts project follow-up to assess adequacy of job performed.
- Develops alternatives to address complex agriculture related issues

Required Education and Experience:

- Minimum - Successful completion of 1 year of study including at least 6 semester hours in courses such as range management or conservation, agriculture, forestry, wildlife management, engineering, biology, mathematics or other natural or physical sciences along with 1 years' experience in one of the aforementioned fields of study.
- Preferred - Successful completion of a bachelor's degree (a) majoring in forestry, range management or a field directly related to the position, or (b) that included at least 24 semester hours in any combination of courses such as those shown above along with 2 years' experience in one of the aforementioned fields of study.

EMPLOYMENT INFORMATION:

This is a grant funded full-time temporary position through December 2019. Most hours will be between 8:00 a.m. and 5:00 p.m. Some meetings and events will require limited work outside of normal hours and occasional overnight travel may be required.

Compensation – Between \$2,900 and \$3,500 per month, commensurate with experience and aptitude

Benefits Summary:

- **Holidays** – Paid federal holidays recognized by the Natural Resources Conservation Service as paid holidays.
- **Annual Leave** – All full-time employees shall earn annual leave at the rate of one-half day (4 hours) per pay period. Annual leave is earned from the first day of employment and may be used beginning six months after the first day of employment.
- **Sick leave** – All full-time employees shall accrue sick leave at a rate of 3 hours per pay period beginning with the first day of employment. Sick leave may be used beginning one month after the first day of employment.
- **Other benefits** – Workers' Compensation, Unemployment and General Liability insurance will be provided by the District.