

POSITION ANNOUNCEMENT



POSITION TITLE:	District Technician
LOCATION:	Clay SWCD - Moorhead MN
CLASSIFICATION:	Full-Time Position
APPLICATION DEADLINE:	Open Until Filled
COMPENSATION:	Based on Qualifications and Experience
BENEFITS:	PERA (Retirement), Health Insurance, Paid Annual Leave, Sick Leave and Holidays

POSITION PURPOSE:

This position will provide promotional and technical assistance to carry out the installation of conservation practices for the Clay Soil and Water Conservation District (SWCD). This position works with current technical and administrative staff, landowners, partners, and other units of government. Extensive outdoor work will be expected. This position is under the general supervision of the District Manager.

MINIMUM QUALIFICATIONS:

- A bachelor's degree in Natural Resources Management, Environmental Studies, Agriculture, or closely related field; or a combination of a two-year degree and equivalent work experience
- Computer skills with the standard Microsoft Office suite of programs is expected
- Strong written and oral communication skills are essential
- Farm, rural, agriculture background preferred
- Must be physically able and willing to work in varied terrain and weather conditions
- Must have a valid driver's license and ability to successfully pass a background check

PRIMARY DUTIES AND RESPONSIBILITIES INCLUDE (but not limited to):

- Market and consult with farmers and landowners on local, state, and federal conservation programs
- Assist with District's tree and no-till drill programs
- Assist in the establishment and maintenance of conservation practices
- Perform general maintenance on all District equipment
- Assist with County Ag Inspector, County Feedlot Officer, and State Buffer Law Programs
- Use GIS/GPS tools for mapping and inventory
- Present and participate with educational and outreach programs, promotions, demonstrations, and newsletter articles
- Assist with survey, design & layout of conservation practices according to NRCS Field Office Technical Guide (FOTG)
- Assist with various reports and plans within required deadlines
- Assist with observation well, rain gauge network, and ground water monitoring program
- Works with partnering agencies
- Applicants should be able to follow instructions, handle multiple projects, adapt to changing job duties and/or responsibilities, take initiative, and work independently
- Accepts other duties as assigned by the District Manager or Board of Supervisors

The above duties and responsibilities describe the general nature and level of work being performed by this position and are not to be construed as an exhaustive list of all duties performed by personnel in this position.

APPLICATION PROCEDURES: Complete Application Packages include: cover letter, resume, and Clay SWCD Application Form. Application Form and Job details found at: [Employment | Clay County, MN - Official Website \(claycountymn.gov\)](http://Employment|ClayCounty,MN-OfficialWebsite(claycountymn.gov))

EQUAL EMPLOYMENT OPPORTUNITY:

Candidates will be considered without discrimination to race, color, national origin, religion, sex, age, marital status, or handicap.