

JURISDICTIONAL CLASS     C    

APPROVED:CSB <sup>3147</sup> *CAH*

GRADE           

DATE:02/25/11

**CONSERVATION DISTRICT TECHNICIAN**

**DISTINGUISHING FEATURES OF THE CLASS:** This is a technical position providing professional and administrative services in the planning and application of soil, water, and natural resource conservation programs. The incumbent performs a variety of technical duties related to natural resource conservation on both private and public properties in the St. Lawrence County Soil and Water Conservation District. Assistance is provided to landowners, groups, and units of government. The work is carried out in accordance with standard, well-established, and proven environmental conservation practices and procedures as approved by the Board of Directors. Work is performed under the direction of the Conservation District Manager with leeway allowed for the exercise of independent judgment in carrying out details of the work. Oversight of contractors may be a responsibility of this position. The incumbent does other work as required.

**TYPICAL WORK ACTIVITIES:**

Under the direction of the Conservation District Manager, prepares and reviews Soil and Water Conservation plans and offers technical assistance to co-operators, landowners, and units of government regarding natural resource issues;

Evaluates land use projects, inventories and collects data, provides managerial, agronomic, and/or engineering alternatives or mitigation measures, does survey, design, maps, and specifications, cost estimates, contract preparation, field layout, permit applications, construction/application inspection, documentation, and reports;

Responsible for soil and water conservation best management practices such as erosion control, drainage, farm ponds, barnyard management, and nutrient management;

Prepares agricultural tax assessment soil worksheets using St. Lawrence County Soil Survey;

Works with farmers utilizing the Agriculture Environmental Management program;

Represents the District at various meetings under the direction of the Conservation District Manager;

Performs general administrative duties involving general office routines and procedures which may include the use of computers, as well as compiling and preparing reports, managing projects, coordinating meetings with landowners, planning conservation applications, and grants;

Assists the District Manager with the implementation of programs such as the tree program, fish stocking, and delivery of equipment such as the hydroseeder, no-till drill, and ag plastic baler;

Conducts conservation educational programs for children and the general public;

Coordinates public information and relations activities and explains the purposes, functions, and programs of the District to interested individuals, groups, and affected audiences;

Attends training sessions as directed.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:**

Good knowledge of the principles and practices of natural resource conservation and agriculture with emphasis on soil and water conservation projects as applied to an agricultural environment;  
Understand and interpret written materials and oral instructions;  
Knowledge of public relations principles and practices;  
Ability to effectively deal with the public and to represent the conservation program to interested parties;  
Ability to interpret maps, charts, graphs, and aerial photos;  
Skill in mathematic computations and the use of survey, drafting and illustration tools;  
Knowledge of the design of soil and water conservation projects;  
Knowledge of construction methods, materials, equipment, and maintenance;  
Ability to schedule and oversee the work of contractors engaged in soil and water conservation project activities;  
Ability to compile information for and prepare a variety of technical and narrative reports;  
Knowledge of computer operations;  
Knowledge of GIS (Geographic Information System);  
Ability to work as a member of a team and to work independently;  
Mechanical aptitude;  
Sound judgment;  
Willingness to work outdoors under adverse weather conditions, especially in deep snow, ice, mud, and water.

**MINIMUM QUALIFICATIONS:** Either:

(A) Graduation from a regionally accredited or New York State registered college or university with an Associate's Degree in physical sciences i.e. mechanical, civil, or construction technology, conservation, environmental studies, environmental health, natural resources, forestry, agriculture, or related field; and one (1) year of full-time experience in natural resources protection, conservation construction projects, land surveying, engineering, forestry, agriculture, or related field; **OR**

(B) Graduation from high school, possession of high school equivalency diploma, or possession of an individual education plan diploma and three (3) years of full-time experience as described in (a) above; **OR**

(C) An equivalent combination of training and experience as defined by the limits of (A) and (B) above.

**NOTE:** Possession of a Bachelor's Degree or higher in one of the majors listed in (A) above may be substituted on a year for year basis of experience.

**SPECIAL REQUIREMENT:** This position requires some travel. Incumbent will be required to possess a valid, appropriate level, New York State Motor Vehicle operator's license, or otherwise demonstrate the ability to meet the travel needs of the job.