

## SOIL AND WATER CONSERVATION TECHNICIAN ASSISTANT POSITION DESCRIPTION



**Position Description:** This is a full time, temporary position. The employee will work Monday through Friday, 8:00 am to 4:30 pm, and be employed by Johnson County Soil & Water Conservation District. The position is expected to begin in Fall 2020 and last until September 30<sup>th</sup>, 2021 but may be extended if additional funding is procured.

**Location:** Johnson County Soil and Water Conservation District, 51 Escort Ln SW, Iowa City, Iowa

**Hours:** Up to 40 hours per week (no overtime).      **Number of openings:** (1) One

**How to Apply:** Please email cover letter and resume by Wednesday, October 21<sup>st</sup>, 2020 at 5:00 PM, to Marcy McBride at [Marcy.McBride@ia.nacdnet.net](mailto:Marcy.McBride@ia.nacdnet.net)

**Job Description:** The Soil and Water Conservation Technical Assistant provides support to the local Soil and Water Conservation District in the development, planning, contracting and application of land conservation practices and programs consistent with NRCS policy and procedures.

**Duties:** Under the direct supervision of professionals, this employee will perform the following:

- Assists in gathering and assembling preliminary data for all resource concerns for use in developing complete farm conservation plans.
- Understands all applicable NRCS and Farm Bill programs available to address resource concerns and explains cost share programs and payment procedures to applicants and contract holders.
- Carries out a follow-up schedule for applying soil conservation practices in accordance with plan and contract schedules.
- With supervision, utilizes most current technology programs in the documentation and management of conservation plans and technical assistance by the service center.
- Provides courteous, impartial service to all landowners, operators, and contractors in carrying out soil and water conservation programs.
- Maintains good working relationships with co-workers promoting a high level of productivity.
- Attends required state and federal meetings and completes required training necessary to retain competencies for the position. Meetings will be virtual for time being.

### **Educational Qualifications:**

1. Degree: soil conservation or related agricultural or natural resource discipline such as agronomy, soil science, forestry, agricultural education, or agricultural engineering. The study must have included 30 semester hours in a natural resource or agricultural field, including at least 12 semester hours in a combination of soils and crops or plant science. Of the 12 semester hours, a minimum of 3 semester hours must have been in soils and 3 semester hours in crops or plant science. (TRANSCRIPTS REQUIRED)

**OR**

2. Combination of education and experience: at least 30 semester hours in one or more of the disciplines as shown in 1 above, including at least 12 semester hours in a combination of soils and crops or plant science, plus appropriate experience, or additional education. Of the 12 semester hours, a minimum of 3 semester hours must have been in soils and 3 semester hours in crops or plant science. (TRANSCRIPTS REQUIRED)

**Additional Qualifications:**

- Background in agriculture and conservation
- Strong interpersonal skills and proficient communicator
- Computer experience
- Must be able to work independently with minimal supervision
- Flexibility working in-office and remotely as local health conditions warrant
- Display high standards of ethical conduct
- Ability to walk over slippery, wet, or uneven terrain
- Valid driver's license is required

**Compensation:**

Pay is \$15-\$20/hour commensurate on experience