

Jurisdictional Class: Competitive  
Adopted: March 31, 2010  
Revised: May 3, 2010

**CONSERVATION DISTRICT TECHNICIAN**

**DISTINGUISHING FEATURES OF THE CLASS:** This is a technical position providing professional services in the planning and application of soil, water, and resource conservation and limited administrative duties in the planning and execution of 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 Soil and Water Conservation District. 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. Supervision of contractors may be a responsibility of this position. The incumbent does related work as required.

**TYPICAL WORK ACTIVITIES:** (Illustrative only)

Prepares environmental plans for soil and water conservation projects including farms, evaluates land use problems for landowners and provides agronomic, managerial and/or engineering solutions in the form of inventory, evaluation, layout, survey, design, cost estimate, contract preparation, construction inspection, and documentation;

Responsible for the survey and design of soil and water conservation best management practices such as tile drainage, grass waterways, diversion ditches, strip cropping, and barnyard management;

Provides technical assistance to landowners including the collection of data, design, field layout and applications; preparation of surveys, maps, and specifications; and cost estimating for conservation projects;

Prepares and reviews Soil and Water Conservation plans and offers advice to co-operators and landowners regarding natural resource issues;

Prepares agricultural tax assessment soil worksheets using Clinton County Soil Survey;

Interviews farmers while writing Agriculture Environmental Management Tier Plans;

Represents the District on various committees 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, and planning conservation applications;

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;

Under the direction of the Conservation District Manager, schedules and supervises work of contractors, oversees projects, and reviews progress towards project completion.

## Conservation District Technician

### **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;

Good knowledge of northern agriculture;

Knowledge of the design of soil and water conservation projects;

Knowledge of construction methods, materials, and equipment;

Knowledge of public relations principles and practices;

Knowledge of computer operations;

Skill in the use of survey, drafting and illustration tools;

Ability to schedule and supervise the work of contractors engaged in soil and water conservation project activities;

Ability to interpret maps, charts, graphs, and aerial photos;

Ability to effectively deal with the public and to represent the conservation program to interested parties;

Ability to compile information for and prepare a variety of technical and narrative reports;

Ability to work as a member of a team;

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, conservation environmental studies, natural resources, forestry, agriculture, or related field; and one (1) year of experience in natural resources protection, conservation construction projects, land surveying, engineering, forestry, agriculture, or related field; or
- (b) Graduation from high school or possession of a high school equivalency diploma and two (2) years of 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:** Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

**NOTE:** Possession of a Bachelor's Degree or higher in one of the majors listed in (a) above may be substituted for the one (1) year of experience.

**SPECIAL REQUIREMENT:** Possession of an appropriate level New York State Driver's license at time of appointment.