



Connecticut Resource Conservation & Development

Title: Conservation Planner I / Soil Technician I

Employer: Connecticut Resource Conservation & Development Area, Inc. (CT RC&D)
1066 Saybrook Road, Haddam, CT

Supervisor: Natural Resources Conservation Service (NRCS)

Employment

Status: Full-time/salary

Hours: 35 hours/week

Location: This position will be located in a central field office and requires flexibility to be able to work out of several NRCS field office locations as needed in Connecticut.

Training: The position will receive on-site supervision and training by NRCS staff at one or more of the NRCS offices. Administration will be located at the CT RC&D Office at 1066 Saybrook Road, Haddam, Connecticut.

Salary Range: \$35,000 - \$36,000 - full time with benefit options, including health insurance (*no relocation reimbursement*)

Job Duties and Responsibilities:

Working as an employee of CT RC&D, the Conservation Planner I-Soil Technician I will apprentice with the USDA's Natural Resources Conservation Service (NRCS) to implement programs and provisions included in the Farm Bill. The Conservation Planner/Soil Technician I position provides technical assistance to resource conservation projects, directly working and interacting with farmers, landowners, partner agencies, contractors, and related project partners. This position requires the ability to work in a dynamic work environment, which may involve, working near and among farm animals, farm visits, soil testing, project survey, design, planning assistance, field data collection, project layout, and scheduling the application of conservation plan practices. Example of tasks include:

- Assist with and learn how to develop comprehensive conservation plans and provide technical assistance for land and water restoration projects on livestock operations.
- Assist with implementation of conservation plans and associated practices contracted through various conservation programs. Conduct resource inventories and analyses to identify and evaluate soil, water, air, plant, animal, and fish wildlife degradation.
- Develop schedules, articles, and reports as project updates for internal and public review.
- Perform related tasks to advance conservation and restoration efforts including outreach to landowners, conservation plan review, and conduction of environmental education events.



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- Inspects proposed sites, determines need and feasibility of conservation practices applicable for geographical locations, advises on site selection, explains cost-share payment procedures to farmers, performs layout work, and supervises construction of practices for which the Natural Resources Conservation Service (NRCS) has technical responsibility.
- Advises landowner/operator to complete proper maintenance. Prepares recommended adjustments in basic plan for the conservationist.
- Attends training webinars, workshops and seminar toward certification as a Conservation Planner or Soil Technician.
- Develop schedules for implementing comprehensive conservation plans that provide for effective land use and water management in relation to the conservation needs of the land and the on-going agricultural enterprise.
- Provides information to farmers, ranchers and other rural residents on the kinds of assistance available from the NRCS and other USDA agencies.
- Lists and maintains contract details. Assist in maintaining workload registers with information from contracts for needed follow-up, and in carrying out basic functions of the follow-up schedule.
- Establishes and maintains program files and documents for program delivery and documentation.
- Maintains mailing and contact lists for program delivery.
- Attend program related meetings to gather data and record information.
- Assist with a public region-wide and targeted outreach campaign for marketing Farm Bill and Department of Agricultural Resources programs, including, but not limited to: simple visual displays for local meetings and conferences, field days, public events, articles for newsletters and other news media contacts. Work with NRCS Public Affairs Specialist in developing needed brochures and other outreach information. Assist with meeting notices, letters, printing, copying, mailings, etc. for program delivery.
- Maintain a daily record of activities; prepare and maintain field office records; and assist in the compilation and develop of required reports.

Other duties as required if pursuing Soil Technician certification:

- Apprentices as needed on new or existing engineering surveys and gathers design data
- Records field notes and prepares designs based on standard designs for review and approval by others.
- Checks completed practices to determine that specifications are met. Completes field sheets and recommends acceptability of completed practices to the supervisor for final certification.



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Knowledge, Skills, and Abilities:

- Candidates must possess education and/or or experience commensurate with the major duties of the position. Background and experience in the fields of agronomy, forestry, and restoration is desirable. Proficiency in use of computers and applications such as ESRI – GIS or AutoCAD is desired.
- Strong communication and writing skills.
- Basic knowledge for construction project lay out with the use of a rod, level and transit for establishing control lines, level lines and staking locations for cut and fill is required.
- Knowledge and/or experience with livestock operations.
- Willingness to work outside in rough terrain and inclement weather.
- The ability to work independently while effectively managing multiple priorities.
- Knowledge of equal opportunity and civil rights requirements.
- Ability to operate a motor vehicle incident in carrying out assigned duties. The number of driving hours is dependent on the overall needs of this position. A valid driver's license is required.
- US Citizenship.
- A clean criminal record verified by a standard background check with local, state, and national law enforcement agencies. A security clearance is not a requirement.
- Position Description Last Updated: Thursday - January 9, 2020

Email: Cover letter detailing degree, course credit, experience and professional qualifications, and resume to admin@ctrctd.org with subject line (Conservation Planning Position – CT RC&D) by 4:00 PM, Friday, February 7, 2020