



Natural Resource Conservation Assistant

(Hiring Immediately)

Cortland County Soil and Water Conservation District

100 Grange Place

Cortland, New York 13045

607-756-5991

This is a permanent, full-time technical position involving all aspects of Soil and Water Conservation District (SWCD) programs in Cortland County. The employee performs a variety of duties related to water resources, water quality, natural resources protection and the establishment of conservation practices on public and private properties. Diverse cooperators, resource needs and watershed concerns create a challenging and inspiring work environment with opportunities for this position to make a difference on the landscape, in the community and at a regional watershed level.

Examples of Duties:

- Implements agricultural and environmental management and planning programs involving data collection and the development of Best Management Practice recommendations;
- Prepares natural resource conservation plans for public and private properties including: stormwater management and erosion and sediment control plans, nutrient management plans, prescribed grazing management plans, etc.;
- Provides technical assistant to landowners, groups, and units of local government including surveys, engineering designs, cost estimates, layout, implementation, and construction inspection of soil and water conservation practices;
- Assists with development of grant proposals; performs activities required for the initiation and implementation of special programs and projects; prepares permit applications as needed;
- Conducts soil investigations, collects surface and groundwater samples and other water monitoring data; compiles resource data and maps; performs field services and data collection activities such as hydroseeding and tree planting;
- Provides conservation education, conducts outreach, attends functions and meetings, serves on committees and interacts with other natural resource organizations, agencies, and at activities on behalf of the SWCD.

Applicant Qualifications:

- An Associate Degree or higher in Natural Resource Conservation, Agricultural Technology, Construction Technology, Education, Public Relations, or related field; OR
- Graduation from high school or possession of a high school equivalency diploma and college level course work in Natural Resource Conservation, Agricultural Technology, Construction Technology, etc., or related field AND at least two years of related professional experience in natural resource conservation or related field; OR
- An equivalent combination of training and experience as defined by the limits of (A) and (B).

**** *Groundwater management, water quality monitoring, and water quality data management skills preferred.***

Salary and Benefits:

Competitive annual salary - \$20-30/hour. Health Insurance, NYS Retirement, Sick and Annual Leave provided

TO APPLY send resume and cover letter to:

Amanda Barber, District Manager

Cortland County SWCD

100 Grange Place, Room 202

Cortland, NY 13045

Or

FAX:

607-756-0029

EMAIL:

amanda.barber@cortlandswcd.org

A Cortland County Civil Service application <http://www.cortland-co.org/266/JobExam-Application> is also required to determine eligibility of all candidates. Send to:

Cortland County Personnel

Or

Fax: 607-758-5517

60 Central Ave

Cortland, NY 13045-2746

Cortland County Soil and Water Conservation District is an equal opportunity employer. Candidates will be considered without discrimination because of race, creed (religion), color, sex, national origin, sexual orientation, military status, age, disability, predisposing genetic characteristic, marital status or domestic violence victim status, and shall also follow the requirements of the Human Rights Law with regard to non-discrimination on the basis of prior criminal conviction and prior arrest.