



Cortland County Soil and Water Conservation District
100 Grange Place
Cortland, New York 13045
607-756-5991

Agricultural Planner ***Full-time, Permanent***

Civil Service title: Conservation Assistant or Natural Resource Conservationist

Cortland County SWCD is seeking an enthusiastic, self-motivated, professional employee to provide assistance to county farmers and agricultural landowners related to the planning and establishment of natural resource conservation and best management practices. SWCD is restructuring staffing to define a position focused on supporting growing soil health programs, nutrient management, and climate resilient farming activities.

This is a permanent, full-time position. SWCD offers an excellent career opportunity with a chance to help people and make a difference in the community and the environment.

Significant formal and on-the-job training opportunities are provided. Certified Crop Advisor and Certified Planner/Nutrient Management Planner certifications would be desirable, but are not required. Position placement and title will be dependent on applicant qualifications and experience. Civil Service appointment is required. Civil Service transfer may be possible.

DESCRIPTION OF DUTIES

Duties include, but are not limited to, the following:

- : assist county landowners, citizens, and units of local government with the evaluation of natural resource concerns, develop conservation plans to address priority concerns, provide technical assistance including the evaluation, survey, design cost estimates, layout, implementation, and construction inspection of best management practices, and facilitate financial assistance through grant writing, reports, etc.
- : conduct workshops, events and other programming to deliver and share current, new and emerging technical information to support the success of conservation activities and the adoption of conservation practices
- : implement state programs including the Agricultural Environmental Management (AEM) program to assist county landowners, citizens, and units of local government
- : support watershed-based collaborations of the District through regular meeting attendance, training and data management activities
- : create a public that is informed and educated about agriculture, natural resources and conservation by conducting outreach and education through one-on one visits, workshops, presentations, newsletter articles, etc.

MINIMUM QUALIFICATIONS

Conservation Assistant

Associate Degree in Natural Resource Conservation, Agricultural Technology, Construction Technology, Environmental Science, Engineering or related field; **OR**

Graduation from high school or possession of a high school equivalency diploma AND at least one (1) year experience in natural resource conservation, agriculture, construction, environmental management, engineering or related field; **OR**

Natural Resource Conservationist

Bachelor's Degree or higher as above and one (1) year experience in natural resource conservation, agriculture, construction, environmental management, engineering or related field; **OR**

Associate Degree as above and three (3) years experience in related field; **OR**

An equivalent combination of training and experience as defined by the limits above.

REQUIRED SKILLS AND ABILITIES (Highly qualified applicants will possess the following:)

- Knowledge of the principles and practices of natural resource conservation.
- Knowledge of materials and procedures used in the application of Best Management Practices for water quality.
- Knowledge of agricultural operations and practices.
- Ability to interpret maps, charts, and graphs.
- Knowledge of basic surveying.
- Ability to compile information and prepare reports.
- Good verbal and interpersonal communications skills.
- Good organizational and time management skills.
- Valid New York State Drivers license.

SALARY RANGE - BENEFITS

\$52,364 - \$64,017 per year, negotiable and commensurate with experience and position/title.

Health Insurance, NYS Retirement, NYS Deferred Compensation, Sick Leave and Annual Leave.

TO APPLY: Complete application for **Conservation Assistant & Natural Resource Conservationist**

Online at: <https://www.cortlandcountyny.gov/266/JobExam-Application>

Or mail/email to: Cortland County Personnel/Civil Service Department
pers-app@cortlandcountyny.gov
County Office Building
60 Central Ave
Cortland, New York 13045-2746

Please be sure to include all contact numbers and addresses. We must be able to contact you.

DEADLINE: Applications accepted until positions are filled.

Cortland County Soil and Water Conservation District (SWCD) is an equal opportunity provider and employer. SWCD and employees are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program, service, or activity conducted or funded by SWCD 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.