



42110 Russia Road
Elyria, OH 44035-6813
Phone: 440-326-5800
Fax: 440-326-5807

Job Opening Announcement - Conservation Technician

Lorain County Conservation District has an immediate opening for a Conservation Technician. This is a full-time position with an hourly wage range of \$17 - \$25/hr. commensurate with qualifications and experience. The employee will be under the Ohio Public Employee Retirement System and will be eligible for holidays, annual and sick leave, county health insurance and life insurance as outlined in the Lorain SWCD Employment Policy. Please refer to the full job description below for more details.

Interested candidates may apply by submitting a cover letter indicating why you are interested in the position, resume, and three non-family references to Lorain County Conservation District, which may be emailed to lparsh@loraincounty.us or mailed to 42110 Russia Rd. Elyria, OH 44035 to the attention of Lynne Parsh. The deadline to apply is Friday, December 15, 2023 by 4:30 p.m. Equal Employment Opportunity: All programs and services provided by Lorain County Conservation District are available to everyone without regard to race, color, sex, religion, national origin, age, handicap, or marital status.

LORAIN COUNTY CONSERVATION DISTRICT

Job Title: Conservation Technician (CT)
Reports To: Lorain County Conservation District Board of Supervisors
EEC Classification: Technical/Educational

Introduction: The position of Conservation Technician is located at the Lorain County Conservation District office, 42110 Russia Rd., Elyria, Ohio, 44035. This is a full time, 40 hours per week job. The employee occupying this position assists the Board of Supervisors with technical/outreach responsibilities of Lorain County Conservation District. Work is expected to be performed with a minimum of supervision from the Lorain Board of Supervisors. Direction and supervision will be provided through regular and special meetings, conferences, and oral or written instruction. Further guidance may be obtained through the Ohio Department of Agriculture (ODA) Division of Soil and Water as prescribed in the Cooperative Working Agreement.

Summary of Position:

Conservation Technician (CT): Lorain County Conservation District is seeking a full-time, motivated individual to help promote, assist, and educate farmers and landowners about the best management practices for maintaining clean water, healthy soils, and a sustainable landscape. This position will be challenged with developing ways to mitigate soil erosion, nutrient loading and water quality issues. The employee will seek the cooperation of landowners in understanding, following, and utilizing nutrient management plans and conservation practices/programs to help soil health, reduce the loss of soil through erosion, and support water quality efforts as assigned.

This individual needs to be a self-starter with good communication skills and is willing to orchestrate the development of nutrient management plans and/or conservation management plans, work collaboratively with various partners, develop landowner workshops, instruct formal and informal classes, and provide a variety of technical assistance to landowners and partners in order to reduce nutrient and sediment runoff and positively impact water quality. The position of the Conservation Technician is primarily a technical position of Lorain County Conservation District authorized by Section 940.08 of the Ohio Revised Code. The Conservation Technician shall be subject to the direction of the Board and to the guidance and assistance of the Division of Soil and Water Conservation, Ohio Department of Agriculture.

Hours of Work and Timekeeping

This position is considered a full-time, non-exempt (FLSA) position and the employee will work 40 hours per week on a regularly scheduled basis. Normal hours of work are 8:00 a.m. to 4:30 p.m. Monday through Friday or as needed, with a 30 minute unpaid lunch break. The Conservation Technician shall flex or use compensatory time over 40 hours of work to accommodate attendance at monthly regular board meetings, special and emergency board meetings, trainings, as well as any other events or other duties as prescribed by the Board outside the hours of work as described above. Employee has the responsibility of developing their daily, weekly, monthly schedules with a minimum of assistance and recording daily activities into Beehive. Schedules are coordinated with the District Administrator and other office personnel. The employee is directly responsible to the Board of Supervisors for work priorities; however, the District Administrator shall provide general day-to-day supervision.

Duties & Responsibilities

1. The Conservation Technician shall provide expertise on nutrient management and conservation issues to landowners, cooperators, and units of government on matters of natural resources.
2. Provide technical assistance in the control of sediment erosion and pollution abatement to landowners and units of government.
3. Represent the District with watershed and nutrient management issues.

Essential functions

1. Provide expertise in nutrient management activities and best management practices for conservation projects that have been identified in the District's Annual Plan of Work.
2. Provide nutrient management and natural resource management assistance through one-on-one consultation and/or group settings in an effort to promote sound nutrient management practices and conduct follow-up activities to ensure plans are being followed correctly.
3. Maintain personal contact with District cooperators and be able to explain the District conservation programs to the public, such as H2Ohio expansion.
4. Work closely with producers to implement and manage the H2Ohio program in Lorain County.
5. Must be able to give presentations and speak publicly.
6. Must be an outgoing, self-motivated individual that is organized and presents themselves in a professional manner.
7. Must be a team player and work well with others.
8. Keep informed of federal, state and private conservation programs and suggest areas where technical and financial assistance could be utilized in solving problems.
9. Coordinate new programs and proposals for consideration by the Board.
10. Be aware and able to communicate information for all activities and programs relating to the conservation of natural resources.
11. Develop and submit written site evaluation report to landowners after site visit has been completed. Maintain copies for District files.
12. Properly document all site visits, reports, and other activities in case file notes.
13. All duties and actions taken by the incumbent of the position while on official duty will be performed in a safe and healthful manner and will reflect favorably on Lorain County Conservation District.
14. The Conservation Technician will conduct site evaluations and develop alternatives for the solutions to natural resources issues and problems.
15. Assist local units of government in evaluating and making recommendations for solutions to natural resources issues.
16. Work with NRCS staff and technical staff in implementing and coordinating technical assistance.
17. Perform annual inspection of Wetland Reserve Program. Prepare report and submit for Board approval.
18. Provides technical assistance with Conservation Reserve Enhancement Program (CREP).
19. Become proficient in resource management systems.
20. Make follow-up visits and gives technical advice on agronomic, engineering, wildlife, and forestry practices.
21. Ability to prepare and coordinate with others if needed for an in person workshop, online webinar, or seminar as it relates to water quality and/or nutrient management.
22. Deliver educational presentations to stakeholders such as the general public, local producers, and local school districts.
23. Seek grants and funding opportunities that support the District's mission and vision.
24. Attend all monthly board meetings.

Other duties and responsibilities not mentioned will evolve. The Board of Supervisors does not hold this job description to be "all encompassing" and maintains the right to develop other areas of responsibility as deemed necessary.

Minimum Education/Experience

Associate Degree or higher in Agriculture, Conservation, or Natural Resources related field. An equivalent combination of some training and at least two years of field experience would also be considered.

Additional Requirements

A valid driver's license and an insurable driving record are required.

Physical Requirements

The ability to lift up to 50 lbs. and to walk extended distances for reviewing / inspections of projects is required. Work can take place in inclement weather &/or uneven terrain.

A probationary review will be conducted 120 days from date of hiring.