



ANNOUNCEMENT

DISTRICT TECHNICIAN POSITION

STARK AND BILLINGS SOIL CONSERVATION DISTRICT

Position Location:

Dickinson, North Dakota

Salary Range:

\$24/Hour

Benefits:

Annual & sick leave, paid holidays, retirement and insurance

Application Deadline:

Applicants must submit a job application and resume until position is filled.

Phone

701-225-3811 ext. 3
and ask for Bonnie

E-mail:

starkbillingsgcd@ndsupernet.com

Address:

2493 4th Ave West, Rm C
Dickinson, ND 58601

Position Title:

Full-time District Technician
Monday - Friday 8:00am - 4:30 pm

General Position Description:

The objective of this position is to assist the district supervisors and Natural Resources Conservation Service (NRCS) personnel in promoting and accomplishing conservation practices within the district, and with their other responsibilities relating to the natural resources of the district.

Training Requirements:

Training will be provided by the NRCS, State Soil Conservation Committee, District Supervisors and Staff.

This role requires that the employee be willing to attend training related to:

- Understanding the specific functions of the district
- Becoming familiar with the memorandum of understanding within: United States Department of Agriculture, NRCS, and other entities with which the district has signed agreements.
- Becoming familiar with supervisor and district employee handbooks.
- Developing familiarity with district conservation practices
- Becoming familiar with programs administered by the NRCS and FSA

Equal Employment Opportunity:

Candidates will be considered without discrimination for any non-merit reasons such as race, color, religion, sex, national origin, politics, marital status, physical handicap, age or membership or non-membership in an employee organization.

Duties and Responsibilities:

Tree Planting Program

- Design and install tree plantings in accordance with NRCS specifications and maintain appropriate records. Assist in the installation of weed barrier fabric.
- Supervise the tree planting and weed barrier crew to make sure work is done according to plan and specs.
- Facilitate sale and delivery of trees from the district tree shed.
- Maintenance of SCD tree storage building, cooler and related equipment.

Conservation Planning and Implementation

- Responsible for the planning and application of a wide variety of best management practices related to soil and water conservation; including the design, documentation, and supervision of installation of these practices.
- Work with producers to develop conservation plans and document and certify conservation practices according to standards and specifications.
- Oversee soil testing program.

General

- Coordination of vehicles and equipment maintenance.
- Routing SCD equipment.
- Provide technical assistance to district cooperators with a minimum of direct supervision.
- Participate in educational programs, presentations and demonstrations with tours, workshops and school projects.
- Report monthly to district board on activities and accomplishments as requested.
- Other duties as determined by the board

Requirements of the Position:

- Experience in natural resources/agriculture, farming operations OR education in natural resources/agriculture.
- Must be physically able and willing to work effectively in strenuous field situations which include walking, hiking in all types of terrain and in all types of weather. The physical ability to lift 75 pounds.
- A working knowledge of equipment and equipment maintenance is recommended.
- Knowledge of office practices and procedures, business, English, spelling, punctuation, business arithmetic, and technical terminology where applicable.
- Ability to operate required office programs and equipment.
- Effective communication skills (oral and written), to work effectively with co-workers, Board of Supervisors, other agencies, and landowners.
- Ability to work independently but work cooperatively in a team environment.
- Must be able to work in a smoke and drug free work place.
- Must have a valid driver's license.
- Must pass a background check.

*This position is the direct responsibility of the district board and the general provisions of the position are established by the board.

