



JOB DESCRIPTION FOR **District Technician**

Position Description

This is a full-time, permanent position subject to a six-month probationary period. This position will be located in Greenville, Ohio. The District Technician is an employee of the Darke Soil and Water Conservation District (SWCD) and is ultimately responsible to the District Board of Supervisors. The person will be charged with the implementation of an effective natural resource program and planning. The District Technician will seek the cooperation of landowners in understanding, following and utilizing conservation plans. Workload activities will focus on the coordination of specific conservation projects and services as assigned, installation and maintenance of best management practices, advising and providing technical assistance to landowners, engineers, etc. on natural resource issues. Necessary training will be provided to the successful candidate.

Responsibilities & Specific Duties

- Maintain proficiency in using surveying tools, AutoCAD Civil 3D, ArcMap.
- Design, layout and check construction phases and inspect completed practices.
- Explain the District's conservation program to the public and encourage landowners and operators to become district cooperators.
- Assist in community outreach, conducting tours, field days, District sales programs and public viewing of demonstrations.
- Read, evaluate and understand soil test reports.
- Basic knowledge of general agronomy, crop rotation, manure management systems and fertility recommendations.
- Understand drainage principles.
- Support technical staff on engineering surveys, design, construction checks and pollution investigations.
- Comprehension of engineering design and construction drawings.
- Evaluate the implementation and maintenance of best management practices (BMPs).
- Develop and maintain accurate and timely required forms, records, and requests, ensure contract compliance on practices.
- Carry out other duties as assigned by the board of supervisors, district program administrator and the district conservationist.

Qualifications

- Must work independently and as a team player.
- Applicant must have a Bachelor of Science degree in agriculture, engineering, or natural resources related field or an Associate's degree with equivalent experience working in a livestock or crop production related field. Extensive job experience may be considered in lieu of a degree.
- Current college students in their last year of coursework pursuing a related degree may be considered and are encouraged to apply.
- Strong written and verbal communication skills, including the ability to talk one-on-one with producers and present to an audience at times.

- Ability to work in inclement weather and walk in farm fields or rough terrain. Must be able to lift 50 pounds.
- Applicant must possess a valid Ohio driver's license, any applicable automobile insurance. Must be insurable.
- Proficient in Microsoft Office (Word, Access, Excel, PowerPoint), ArcView GIS, AutoCAD Civil 3D and related surveying and design abilities is a plus
- Ability to manage and organize multiple tasks, meet deadlines, time management and ensure high quality of work.

This position will need to complete field work which requires the ability to traverse steep terrain by foot. The successful candidate will be required to pass a criminal background check.

Salary & Benefits

- Pay will be established at an hourly rate and will be based on experience and education. Selected applicant will participate in Public Employees Retirement System; will be eligible for vacation, sick leave, paid holidays, health and life insurance, and workers compensation.

Equal Opportunity Employment

- All programs, services and activities of the Darke SWCD are offered on a nondiscriminatory basis without regard to race, color, religion, national origin, sex, age, marital status or handicap.