

SANDUSKY SOIL & WATER CONSERVATION DISTRICT

JOB DESCRIPTION



Position: District Technician
Location: Sandusky Soil & Water Conservation District
2000 Countryside Drive, Suite A
Fremont, OH 43420

NATURE AND PURPOSE OF WORK

The *District Technician with a focus on Nutrient Management* is responsible for providing technical assistance on conservation and natural resource planning and development initiatives. This position will report to the District Program Administrator.

JOB QUALIFICATIONS

- Associate degree or higher in Conservation, Agriculture or Natural Resource Management.
- Experience can replace degree.
- Actual farm experience, knowledge or agriculture, conservation, or drainage
- Strong written and verbal communication skills including the ability to talk one-on-one with producers.

GENERAL

- Must have and maintain a valid Ohio's driver's license, have and maintain automobile insurance and a good driving record. Must be able to operate motor vehicles during daylight and evening hours, on both public and private roads.
- Must maintain consistent and reliable attendance record.
- Must communicate effectively in English using both written and oral forms of communication.
- Must be willing and able to assist on various projects.
- Must have the physical ability to maneuver rough and steep terrain on foot and be able to function in a smoke-free environment. Must be willing to work outdoors in all weather.

ESSENTIAL DUTIES AND RESPONSIBILITIES OF DISTRICT TECHNICIAN

- Provide technical and engineering field assistance to Sandusky County residents and units of government.
- Assist with agricultural and residential group drainage projects.
- Conduct engineering surveys, soil/site investigations, recommend needs and feasibility; layout and direct construction, and recommend acceptance of completed practices to the NRCS District Conservationist in accordance with NRCS standards and specifications.
 - Record field notes; prepare design for review and approval by the NRCS District Conservationist or engineer; layout, check construction phases and inspect completed project.
 - Develop water disposal systems including selection of suitable outlets and sites for waterways; layout and assist farmers in shaping and installing of waterways, structures, surface and sub-surface water drains, etc.
 - Develop and review resources for animal waste management systems and assist in the system design.
- Work with Health Department on house lot drainage.
- Assist with tours, field days, educational meetings, public information, and related activities.
- Other duties and responsibilities as directed by the District Program Administrator.

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ESSENTIAL DUTIES AND RESPONSIBILITIES OF NUTRIENT MANAGEMENT

- Work closely with producers to prepare and implement Nutrient Management Plans.
- Take inventory, review, and update current CNMP's on file. Review and evaluate Nutrient Management Plans submitted by Technical Service Providers (TSP's).
- Work closely with local agri-businesses, co-ops, and agencies to coordinate manure management education events and to promote effective nutrient management practices.
- Make site investigations, recommend best management practices, and record field notes.
- Assist with complaints related to animal waste and erosion run-off. Prepare reports to ODA-DSWC, OEPA, and ODNR - Division of Wildlife. Work with landowners and producers to correct problems.
- Work with Sandusky, Ottawa and Wood SWCD's on the development of CNMP's and Ag Pollution Abatement Complaints.

SUPERVISION AND GUIDANCE

The individual filling this position will be full time, 40 hours per week job and responsible to the Sandusky Soil and Water Conservation District Board of Supervisors, with overall supervision provided by the SWCD Program Administrator. The SWCD Board of Supervisors will determine and set the salary. Other related benefits for this position will fall within the guidelines set forth within the Sandusky SWCD Personnel Handbook. The incumbent of this position does not supervise other employees.

PERFORMANCE REVIEW

The performance of each duty in this position will be evaluated against the requirements developed for the position upon the conclusion of a six-month probationary period. A formal performance review will be conducted annually with the employee as described in the employment policy.

EQUAL OPPORTUNITY EMPLOYMENT

The employee agrees that all SWCD and NRCS programs and services are offered on a non-discriminatory basis without regard to race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or familial status.

SALARY AND BENEFITS

Starting pay will be \$18.00-\$20.00 per hour and will be based upon experience. Selected applicant will participate in Ohio Public Employees Retirement System (PERS), and be eligible for vacation, sick leave, health insurance, deferred compensation, life insurance, and paid holiday leave.

DEADLINE TO APPLY: March 1, 2024, or until filled.

APPLICATION

Persons wishing to be considered for the position must submit a completed Sandusky County Application for Employment which can be found on the Sandusky County website at www.sanduskycountyoh.gov along with resume and cover letter.

Please return applications to:

Sandusky Soil and Water Conservation Office
2000 Countryside Dr. Suite A
Email: mgrammer@sanduskycountyoh.gov
Phone: 419-334-6324

