

Soil & Water Conservation District – Vacancy

(promotional for current employees in the Ontario County Soil & Water Conservation District only – see promotional qualifications below)

Salary range: \$70,000 - \$90,000/yr

Candidate will be initially appointed on a provisional basis pending a civil service exam to be held later. To gain permanent status, the candidate must apply for the next exam and be successful according to the Rule of Three.

CONSERVATION DISTRICT FIELD MANAGER

MINIMUM QUALIFICATIONS: Either

1. Possession of a Bachelor's Degree, or higher, in Natural Resources Conservation, Water Resources, Agricultural Engineering, Environmental Science, the Physical Sciences, or a closely related field, AND one (1) year of full-time paid experience, or its part-time equivalent, in a soil and water conservation district program implementing conservation practices and/or in a program involving soil and water resource conservation management activities; OR
2. Possession of an Associate's degree in Natural Resources Conservation, Water Resources, Agricultural Engineering, Environmental Science, the Physical Sciences or a closely related field AND three (3) years full-time paid experience, or its part-time equivalent, as noted in (1) above; OR
3. Graduation for high school or possession of a high school equivalency diploma AND five (5) years of full-time paid experience, or its part-time equivalent, as noted in (1) above.

MINIMUM QUALIFICATIONS – PROMOTIONAL: One (1) year permanent competitive class status as a Senior Conservation District Technician or two (2) years permanent competitive class status as a Water Resources Technician in the Ontario County Soil and Water Conservation District.

SPECIAL NOTE: EDUCATION: Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

DISTINGUISHING FEATURES OF THE CLASS: The Conservation District Field Manager is a supervisory and technical position that assists in planning, designing, and implementing conservation measures on private and public lands. The incumbent assists the Conservation District Manager in supervising field application of practices, and supervising subordinates working on such projects as agricultural best management practices, nutrient management planning, stormwater management plans, and watershed management activities. An employee in the class assumes the technical responsibilities for planning, execution, and follow up of the application phase of a program. The incumbent receives administrative supervision from the Conservation District Manager, and provides general supervision over technical staff in the field environment. Does related work as required.

TYPICAL WORK ACTIVITIES:

Supervises technical staff in a field environment and is directly responsible for the in-field application of conservation measures;
Provides experienced technical assistance and serves as principal advisor to landowners;
Provides advice and recommendations leading to the economical and sound implementation of practices;
Assists the Conservation District Manager in analyzing workload requirements and making recommendations on the allocation of personnel and equipment resources;
Manages the District's Agricultural Environmental Management Program;
Acts as liaison to the various agricultural advisory committees;
Supervises technical staff as they conduct field work;
Collects data, prepares designs and specifications related to various conservation practices;
Serves as principal trainer for the District's technical staff and monitors progress of formal and on the job training;
Assists the Conservation District Senior Manager in coordinating various activities and preparing data and information on budgets, grant proposals and fee structures.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge in the design, materials, and procedures used in implementing and maintaining best management practices;
Good knowledge of computers applications with emphasis on database systems;
Good knowledge of estimating costs and materials required to complete a project to standard;
Ability to plan and supervise the work and training of technical staff in the field;
Ability to understand and apply procurement processes;
Ability to deal effectively with individuals;
Ability to compile data to include procurement activities, construction notes, digital photographic records and project management and close out data;
Ability to communicate effectively in English both orally and in writing;
Tact, initiative.