



Amador Resource Conservation District
12200 B Airport Road, Jackson CA 95642

VACANCY ANNOUNCEMENT

NATURAL RESOURCE TECHNICAL ASSISTANCE – NATURAL RESOURCE SPECIALIST

The Amador Resource Conservation District (ARCD) is currently accepting application for the position of Natural Resource Specialist to provide natural resource technical assistance.

The ARCD is a local district of government that provides assistance to private landowners to address natural resource concerns. The ARCD works closely with the Natural Resource Conservation Service (NRCS). The ARCD is organized under the California Public Resources Code, Division 9, a Special District of the State, and is led by a five-member, volunteer Board of Directors appointed by the Amador County Board of Supervisors. The RCD is a dynamic not-for-profit entity, with staff who implements the Board of Director's Annual Plan and Long Range Plan to address resource concerns and opportunities within the County.

The employee will work with ARCD District Manager and NRCS staff to assist landowners in writing conservation plans and applying for funding assistance through the Environmental Quality Incentive Program (EQIP). The employee will assist members of the ARCD program, the Sacramento/Amador Water Quality Alliance, to comply with the Irrigated Lands Regulatory Program (ILRP) through education and technical assistance.

The Amador Resource Conservation District (ARCD) is seeking applications from an individual for an at-will employee to provide technical assistance to landowners. The position could be full- or part time depending on the candidate's interest. The position is non-exempt temporary position, the position is expected to be at least a year long term, which is contingent upon available funding.

The position will be based at the USDA NRCS/ Amador RCD Office 12200 B Airport Road, Jackson CA.

General Job Description:

The Natural Resource Specialist will report to the ARCD District Manager. Supervision will be provided by the ARCD District manager while day to day operational guidance will be provided by the NRCS District Conservationist. The purpose of the work, which typical consists of professional and administrative assignments, is to advise and motivate individuals and organized groups of landowners to address resource concerns on their forestland or other agricultural land. The Natural Resource Specialist prepares conservation plans including forest management plans and erosion control plans to treat resource concerns identified during field inventory. Work efficiency affects the quality and protection of natural resources in the county and the credibility of the ARCD and NRCS.

Required Qualifications:

- Bachelor or Master of Science Degree in Forestry, Soils, Agriculture, Environmental Science, or equivalent education and experience.
- Ability to lift up to 40 pounds and walk on uneven terrain for an extended period of time.
- Valid CA State driver's license and proof of insurance.

- Ability to pass security clearance; including reference check, background investigation, and/or criminal history inquiry in order for the employee to perform their duties with the NRCS. Employment will be contingent on successful completion of investigation.

Desired Qualifications:

- The ideal candidate would have a technical certification/professional license, though not required. Ideal technical certification/professional license includes: Registered Professional Forester, Certified Conservation Planner, Licensed Landscape Architect, Certified Erosion and Sediment Control Specialist.
- Familiarity with forest practices, the Forest Practices Act and logging machinery.
- Experience conducting resource inventories and analyzing the data for development of conservation plans.
- Experience developing forest management plans (FMP) or familiarity with the data components needed for an FMP.
- Knowledge and experience working with computers. Ability to type and use Microsoft Office programs, including Word, Excel, Access and Publisher, and GIS software programs.
- Professional knowledge of a wide range of soil and water conservation principles, methods and techniques sufficient to skillfully assess, analyze and evaluate environmental concerns
- Experience using surveying tools, forestry equipment and GIS/GPS.
- Knowledge and experience using standard office equipment, including copier, fax, phone system, and special equipment.
- Strong verbal and written communication skills.
- Strong customer service skills, including experience working with private landowners.
- Strong organizational and collaborative skills
- Experience and knowledge of natural resources and agriculture in the California Foothills and/or Amador County.
- Preference given to candidates with experience working with NRCS software but not required.
- Understanding of forested lands, understanding of agriculture and irrigated lands and understanding of the Irrigated Lands Regulatory Program.
- Strong ability to interpret and follow rules and regulations.

Duties:

1. Meet with private landowners to educate them about NRCS programs, the planning process and the details of conservation contracting under the Environmental Quality Incentives Program (EQIP). Document existing conservation conditions on private forestland, cropland, pastureland and rangeland as well as land owner goals and objectives.
2. Meet with private landowners to educate them regarding the Irrigated Lands Regulator Program. Assist landowners in preparing Sediment & Erosion Control Plans, Farm Evaluation Plans and Nitrogen Management Plans.
3. Develop resource inventories, analyze data and develop alternatives related to conservation conditions. Provide qualitative evaluations of those conditions from which landowners can make resource treatment decisions for their forest or other agricultural lands.
4. Provide technical assistance and related maps, utilizing NRCS software programs. Develop conservation plans including forest management plans with NRCS staff based on landowner decisions. Draft conservation contracts including cost share rates for appropriate practices to treat resource concerns primarily on forestland where dead tree removal is needed to reduce wildfire hazard.

5. Develop practice implementation requirements for practices included in conservation contracts and provide verbal as well as field instructed guidance to insure landowner understanding of requirements prior to starting work.
6. Conduct inspections of completed work under conservation contract for payment.
7. Conduct biological or cultural resource surveys as needed prior to Client starting work with surveys including those for migratory bird nesting.
8. Perform other duties as assigned.
9. Assist in developing information and educational products for the public and landowners.

WAGE: \$21/hour- \$34/hour Based on demonstrated experience.

Proposal Application and Submission:

Copies of this vacancy announcement are available on the Amador Resource Conservation District website at: www.AmadorRCD.org

Application Packet should include: Cover letter, resume, list of at least three work references, and your desired number of hours worked per week. Copy of Transcripts should be made available upon request.

Electronic copies of the proposal package addressing all criteria **must be received by April 6th, 2018** delivered to the following email address: **Amanda@AmadorRCD.org**

Selection is anticipated being made in April 19th, 2018

If you have further questions about this Vacancy, please contact Amanda Watson at (916) 612-5163 or Amanda@AmadorRCD.org