

# South Dakota Association of Conservation Districts, Inc.

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## Vacancy Announcement

# Resource Management Technician

**OVERVIEW:** The resource management technician performs professional work in south central South Dakota to advise and work with landowners to develop and implement conservation practices. The resource management technician must be self-motivated and able to work independently and as a member of a team. A strong understanding of resource conservation practices and computer literacy are necessary components of the technician's knowledge and abilities. Consideration will be given to a combination of education and experience with course work in the environmental, plant, animal, and soil sciences and natural resources management. Grant funding for this position is currently available for three-years; additional funding is contingent on the success and accomplishments of the project. The position's work station will be White River, South Dakota, with assignments in Mellette, Jones, Todd and Bennett Counties. Schedule is negotiable; paid personal leave, retirement, and single person health insurance are provided as benefits by the Association.

For an employment application, contact:  
South Dakota Association of Conservation Districts  
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Employment application & related materials (Acrobat file) are also posted at  
[www.sdconservation.org](http://www.sdconservation.org)

**APPLICATION DEADLINE IS: April 1, 2008**

See attached for complete position description.

**Position Description**  
**Resource Management Technician – Prairie Area**  
**South Dakota Association of Conservation Districts**

**Introduction:**

The resource management technician performs professional work to advise and work with landowners to develop and implement conservation practices.

**Duties:**

- Initiates and develops positive working relationships with agricultural producers through referrals and first contacts.
- Advises and works with agricultural producers to design, install and maintain technical accurate and adequate conservation practices and measures.
- Conducts follow-up visits with agricultural producers to further advise and assist on the installation and maintenance of conservation practices; to recommend adjustments or revisions to conservation plans; and to determine acceptability of installed practices involving cost-share.
- Monitors, as appropriate, water quality, resource condition, and/or economic data to evaluate the impact of the applied conservation measures.
- Assists local agency staff in providing information on conservation practices, benefits, and activities to local individuals, groups or news media.
- Prepares work schedule in consultation with technical assistance team leaders. Keeps and maintains all required time and activities records, and prepares reports as required.

**Knowledge and Abilities Required:**

- Farming or ranching education or experience which involved installation and maintenance of resource conservation practices, including knowledge of conservation practices, knowledge of equipment used for installing and maintaining conservation practices and which provided a basic understanding of agricultural land use and management.
- Understanding of topography, soil types, aerial photography, geographic information systems, ecosystems, vegetative features, and seasonal influences.
- Knowledge of conservation planning and application of total resource management systems for a broad range of land users..
- Knowledge of current conservation programs, procedures, and principles in order to provide technical advice and effectively deliver resource management systems on the land.
- Knowledge of appropriate safety practices and procedures.
- Knowledge and ability to operate computer system, access the Internet, and utilize computerized material in developing resource management plans.
- Ability to work with others, including conservation districts staff, in order to complete projects, provide training, and facilitate partnerships addressing local natural resource concerns.
- Ability to communicate with others (e.g. orally, TDD, lip reading, sign language, etc) in order to provide information, solicit feedback, communicate program objectives, coordinate work activities to work effectively with conservation partners, individuals, groups, and government officials.
- Ability to use experienced judgment in selecting technical guidelines and reference materials.
- Ability to organize and plan work and to perform with minimal day-to-day direction.
- Ability to read and understand instructions and procedures.
- Ability to work as a member of a team.

**Supervision:**

The Resource Conservation Technician shall be employed by the South Dakota Association of Conservation Districts (SDACD) board of supervisors under the supervision of the Prairie Area Technician Committee. The employee shall exercise initiative in organizing work schedules; however, each District outlines the requirements of the work within their county, establishes general work priorities, and furnishes general instructions to the employee on new assignments. Completed work is periodically reviewed for adequacy and conformance with state and USDA-Natural Resources Conservation Service policies and sound concepts and usage.

- Guidelines are available in the form of both oral and written instructions in reference material such as the South Dakota Field Office Technical Guide and standards, handbooks, and other precedent situations. Judgment is needed by the employee in finding and choosing appropriate criteria or instruction. Where significant deviations from guidelines or the absence of adequate guidelines occur, the technical assistance team supervisor is consulted for guidance.

### **Personal Contacts**

Personal contacts are primarily with agricultural producers, District staff, local public officials, and rural and community residents. Contacts are for such purposes of providing information and advice regarding practices, methods and techniques. Contacts are also used in solving technical questions on a particular resource management practice.

### **Physical Demands**

Much of the employee's duties are outside on farm/ranch sites, road ditches, or rough terrain, and will involve lifting, hauling, and stretching. Operation of a motor vehicle is required. Employee must possess a valid driver's license or equivalent and maintain a safe driving record.

### **Work Environment**

The employee will be based out of the White River Field Support office. The employee's duties will be divided between a typical office environment and outside work on farm/ranch sites in all weather conditions. The employee will also be utilizing, on an intermittent basis, office space in various conservation district office locations including Jones, Todd and Bennett. Work may involve exposure to heavy farm and construction machinery. If the employee is at a construction site, the work involves wearing protective gear and clothing.