

**COUNTY OF ORANGE
MUNICIPAL/SCHOOL
JOB CLASSIFICATION SPECIFICATION**

CLASS TITLE: CONSERVATION DISTRICT TECHNICIAN

TITLE #: 1795

DISTINGUISHING FEATURES OF THE CLASS: This position involves performing a variety of technical duties related to the utilization of conservation practices concerning land and water on public and private properties. This position acts as the Conservation District's lead staff person for the Agricultural Environmental Management program which is a NYS tiered approach program to evaluate and address natural resource management issues on farms. Work involves meeting with agricultural landowners and users to collect information about the farm, developing maps and related documents describing the farm and issues of concern, and then developing plans to address identified issues. The incumbent is responsible for assisting Soil and Water Conservation District personnel in field surveys and in the design of conservation projects. Work is performed under the supervision of the Conservation District Manager. Work is checked by review of plans, reports and field inspections. Supervision is not typically a function of this position. Does related work as required.

TYPICAL WORK ACTIVITIES:

Conducts planning activities, engineering surveys, design work and related work for the implementation of farm and non-farm conservation practices;

Meets with farmers in order to check the application of conservation practices and to obtain necessary information to execute required paperwork;

Maintains farmer files, which include cost-share program paperwork, agronomic program records, engineering records, related planning documents, etc;

Maintains computer databases and develops applications to assist with the management of conservation programs;

Gathers water samples for lab testing;

Prepares maps for various purposes using Geographic Information System software;

Provides assistance to agricultural landowners in administration of the NYS Agricultural Assessment program, primarily the preparation of Soil Group Worksheets;

Transports, maintains, repairs and assists farmers in the operation of no-till planting equipment;

Assists in administration and delivery of NYS non-point source grant programs;

Maintains field equipment and supplies, i.e. vehicles, surveying instruments, flagging, stakes, tools, et

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Writes grants, seeks new funding sources, and develops new programs as required to effectively accomplish the mission and goals of the Conservation District;

Assists other staff during times of peak workload with various programs as needed;

May assist in various fieldwork activities as needed, such as conservation plant establishment, plant/seed collections, etc.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Working knowledge of the materials and procedures used in soil and water conservation construction projects; working knowledge of engineering surveying, including the use of various surveying equipment; working knowledge of seeding, fertilizing and maintaining vegetation as it applies to agriculture and erosion control; ability to read and interpret topographical maps, air photos and engineering designs; basic mathematical background and computer skills; ability to follow written and oral instructions; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- A. Completion of sixty (60) college credits from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees, which shall include an aggregate of fifteen (15) college credits in any of the following fields: environmental science, agricultural science, agricultural engineering, agronomy, natural resources management, forestry or a closely related field; OR
- B. Graduation from high school or possession of a high school equivalency diploma and two (2) years of full time work experience in agriculture, agronomy or the application of soil and water conservation practices.

JURISDICTIONAL CLASS: Competitive

REVISED: 10/20/17 DC