



Stearns County Soil & Water Conservation District

Stearns County SWCD
110 2nd Street South – Suite 128
Waite Park, MN 56387

(320) 251-7800 ext. 3
info@StearnsCountySWCD.net
www.StearnsCountySWCD.net

Join the Stearns Conservation District Team!

Title:	Conservation Planner
Location:	Stearns Conservation District Office 110 Second Street South, Suite 128 Waite Park, MN 56387
Hiring range:	\$20.64/hr (\$43,076/yr) to \$31.27/hr (\$65,269/yr) dependent on experience Full salary range up to \$45.91/hr (\$95,492/yr)
Status:	Regular full time, non-exempt
Benefits:	Medical/dental/vision coverage (single or family), PERA, vacation/sick/holiday leave
Application Deadline:	May 13, 2024 (application must be post marked by 5/13/22)
Interview Date:	June 3, 2024 (invited applicants only)

Position Purpose: The conservation planner is a professional position and requires a diverse background in resource planning, problem evaluation, and conservation practice application.

Minimum Qualifications: Candidates must have a bachelor's degree with a major study in soil science or related field of biological, physical, or earth science or equivalent work experience. Course work in soils hydrology and agronomic subjects are desirable. Applicable experience in soil and water resource management may be substituted for minimum educational requirements. Certified Crop Advisor certification is preferred. Must be able to pass a USDA security background check. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Who we are: The award-winning Stearns Conservation District (SCD) is a special purpose government agency that covers Stearns County. Our mission is to support voluntary conservation actions to preserve and enhance Stearns County's natural resources. An elected board of five supervisors provides SCD's vision and direction for a team of 22 professionals. We are co-located with the USDA Natural Resources Conservation Service.

About Stearns County: Stearns County offers a very diverse range of natural resources, soils, and geology, ranging from the forested areas around Avon to the rolling hills of Melrose to prairies of Belgrade to the granite quarries near Cold Spring. There are over 300 lakes, and the County borders the Mississippi River on the east. Agriculture leads the economy with a strong dairy and poultry production base. There are also several colleges including St. Cloud State University and College of Saint Benedict and St. John's University. Stearns County offers a unique blend of rural charm and growing communities, with beautiful lakes, abundant outdoor recreation, and a strong sense of community spirit. It's a perfect place to raise a family, live an active lifestyle, and make a lasting difference for the environment.

Stearns SWCD work culture: We are mission driven team. We believe in hiring passionate and talented people, guiding them to succeed and providing resources needed to grow. This position would be part of the Conservation Planning Team with supervision from the award-winning Mark Lefebvre, Conservation Planning

Team manager. There is also support from the Implementation and Operation Teams to maximize effectiveness.

We offer:

- A commitment to maintain competitive wages and benefits
- Mentorship from a diverse and award-winning team
- Diversity: natural resources, land use, social, demographics, and political
- A culture of excellence, innovation, and teamwork
- Opportunities for remote work when well-suited to the position, season and task

Apply now by submitting:

- 1) Letter of interest
- 2) Resume
- 3) Transcript(s)
- 4) Stearns County SWCD "Application for Employment" to StearnsSWCD.HR@gmail.com or the address listed below:

Stearns County SWCD
Attn: Dennis Fuchs, Administrator
110 2nd Street South, Suite 128
Waite Park, Minnesota 56387

Application form available by visiting <http://www.stearnscountyswcd.net> or by calling 320-251-7800 ext. 3.

Application due by: 3:00 PM, Monday, May 13, 2024

Equal Employment Opportunity: Candidates will be considered without discrimination for any non-merit reasons such as race, color, religion, sex, national origin, politics, marital status, physical handicap, or age.

Duties and Responsibilities

Position Specific Responsibilities

1. Primary point of contact with agricultural producers and other rural landowners to design and implement conservation plans using the NRCS 9-step planning process or equivalent, such as, MN Agriculture Water Quality Certification Program assessment.
2. Customer service and support for landowners and partners.
3. Understand agronomic principles associated with crop production and natural resource protection for both livestock and non-livestock enterprises and can develop conservation plan alternatives to meet resource and land user needs.
4. Understand wildlife habitat establishment principles associated with prairie and forestry systems.
5. Understand available financial assistance programs and explain these programs to landowners.
6. Obtain job approval authority for various ecological sciences practices, including but not limited to cover crops, nutrient management, grazing, windbreaks/shelterbelts, and irrigation water management.
7. Document conservation practices and resource concerns, including by utilizing Conservation Desktop (or other NRCS conservation planning software).
8. Assist with special projects which may include monitoring, research, field demonstration projects.

9. Complete status reviews as directed.

Duties & Responsibilities of All Staff

10. Follow all established policies and procedures as adopted by the SWCD Board and/or Management Team.
11. Promote and fulfill the mission and conservation philosophy of the SWCD.
12. Establish and maintain working relationships with co-workers, partners, and clients.
13. Collaborate with team members, outside technical experts, and state/federal agency staff to efficiently deliver effective conservation programs.
14. Work independently in a variety of situations with a minimum of supervision.
15. Assist in developing annual plan of work, implement the plan, and track progress toward goals.
16. Accurately and comprehensively track and report work time. Prepare records and reports summarizing work accomplished.
17. Advance relevant skills by identifying and participating in appropriate training opportunities.
18. Deliver educational presentations to schools, units of government, and public service groups.
19. Regular and timely work attendance. Inform designated supervisor of planned work schedule and use of leave.
20. Other duties as assigned.