

# Conservation Technician Tompkins County

**Department:** Tompkins County Soil and Water Conservation Dist.

**Classification:** Competitive

**Labor Grade:** 9

**Approved:** 04/02/2003

**Revised:** 12/16; 2/21

**By:** LG, Deputy Commissioner of Human Resources

## **MINIMUM QUALIFICATIONS:**

1. Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in hydrology, environmental science, natural resources conservation, agriculture, or a closely related field AND one (1) year full-time paid (or equivalent part-time and or volunteer) natural resources conservation experience; OR
2. Graduation from a regionally accredited or New York State registered college with an Associate's degree in hydrology, environmental science, natural resources conservation, agriculture or a closely related field AND three (3) years of full-time paid (or equivalent part-time and/or volunteer) natural resources conservation experience; OR
3. Any combination of training and experience equal to or greater than that described in (1) and (2) above.

## **SPECIAL REQUIREMENTS:**

The employee must possess a valid New York State Drivers License at the time of appointment and maintain such license throughout the life of employment.

The employee must have the physical and mental capability to perform job duties safely as required of the position.

**Tompkins County is committed to Equity and Inclusion. We encourage those with similar values to apply.**

## **DISTINGUISHING FEATURES OF THE CLASS:**

This position provides professional services in planning and application of soil, water, and resource conservation. The incumbent performs a variety of technical duties related to natural resource conservation on public and private lands. The employee will work closely with, and assist other District staff personnel on projects as needed. Work is performed under the direct supervision of the Soil and Water Conservation District Manager and/or program area leader. Supervision of others is generally not required. The incumbent will perform all related duties as required.

## **TYPICAL WORK ACTIVITIES:**

- Conducts topographic surveys with Laser Levels and Total Station survey equipment for the design and installation of soil and water conservation projects;
- Conducts engineering surveys under the scrutiny of a certified Professional Engineer for the design and installation of soil and water conservation projects following New York State and/or Federal Natural Resource Conservation Service engineering standards, practices, and methods;
- Collects water samples and other water quality monitoring data;
- Conduct construction checks of conservation practices during and following implementation by Contractors;
- Coordinates with local and regional watershed organizations and provide technical assistance to them on water quality programs and projects;
- Provides assistance to landowners and municipalities to review conservation plans, permits and maintenance when requested;
- Assists in preparing maps, plans and specifications using Geographic Information Systems and Computer Aided Design software;
- Assists with the District's Agricultural Environmental Management (AEM) Program;
- Assists with the implementation of the District's hydro-seeding and critical area revegetation program;
- Assists with invasive species management projects;
- Assists with the implementation of the District's storm-water management program;
- Assists with the implementation of the District's soil health programs;

- Assists with the implementation of the District's agricultural assessment tax program;
- Assists with educational and outreach programs such as Envirothon, Farm City Day, Website and Facebook updates, Newsletters, etc.;
- Assists with any sales programs the District may conduct such as Fish Sales, Tree Sales, conservation supplies, etc.
- Assist in maintaining District records and reports;
- Assist in the exploration and application for grant opportunities;
- All other duties as assigned.

**KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

- Working knowledge of the principles and practices of natural resource conservation;
- Working knowledge of the principles of hydrology and soil erosion;
- Working knowledge of aquatic and terrestrial plant biology as it relates to seeding, planting, managing, and eradicating on conservation projects;
- Working knowledge of water quality monitoring; both the proper techniques of sampling and data collection;
- Working knowledge of rules, regulations, and best management practices as they relate to soil and water conservation;
- Working knowledge of GIS (geographic information systems), Microsoft Word, Powerpoint and Excel;
- Working knowledge of the proper concepts, practices and methods used when inspecting various types of public works projects;
- Working knowledge of equipment, materials and tools required to complete soil and water conservation projects;
- Working knowledge of engineering surveying, including the use of various surveying equipment;
- Ability to compile data and prepare a variety of written documents;
- Ability to read and interpret topographical maps, charts, graphs and engineering designs;
- Good verbal and interpersonal skills;
- Good organizational and time management skills;
- Ability for physical exertion and lifting of up to 50 pounds;
- Ability to communicate effectively and work with landowners, watershed groups, municipal officials, and others as the need arises;
- Ability to change work focus readily and easily;
- Ability to convey enthusiasm to the public for programs of primary responsibility as well as other District Programs;
- The employee's physical and mental condition shall be commensurate with the demands of the position, either with or without reasonable accommodation.