



SCD 528 91<sup>st</sup> Ave NE, Ste A, Lake Stevens, WA 98258-2538  
Phone 425-377-7004 [www.snohomishcd.org](http://www.snohomishcd.org)

---

## **Snohomish Conservation District Community Conservation Resource Technician**

**Salary range:** \$35,000- \$41,000 (due to experience), with state benefits (Health, Dental, and Retirement).

**Closing Date (open until filled):** Initial pool closing date is August 17, 2016, 4:30pm

**Terms:** Permanent, full-time (40hrs/week), non-exempt

### **Qualifications:**

This position requires technical skills, customer service, and a background in landscape construction or natural resource conservation. A Bachelor's degree from an accredited institution in engineering, natural/environmental science or related field is required, with 0-2 years of work experience. Veteran status or other field experience may be substituted for a Bachelor's degree.

### **To apply for this position:**

Applicants must provide a cover letter, a completed application form available from the conservation district office or the website ([www.snohomishcd.org](http://www.snohomishcd.org)), a resume, and three professional references. Application materials must be received at the Snohomish Conservation District office on or before 4:30 pm on August 17, 2016. E-mailed applications received by the deadline will be accepted if followed by a hard copy received by the District the following Monday, Aug. 22. Applicants are subject to a background check. For more information contact Kate Riley at 425-377-7004.

## **Job Description**

### **Introduction:**

The mission of the Snohomish Conservation District is to "work cooperatively with others to promote and encourage conservation and responsible use of natural resources." The District has a talented staff of professionals that engage in project implementation and outreach activities to promote clean water, healthy salmon habitat, and a viable agricultural community. The position of Community Conservation Resource Technician will provide project design and implementation support, landowner outreach and technical assistance for the Community Conservation team. This position will work with landowners on stormwater resource concerns within urban and residential areas of Snohomish County and Camano Island. Other resource concerns in these areas include: backyard habitat, soils, urban farming and urban forestry. The person hired for this position is directly responsible to the Community Engagement Program Manager, and works under the technical supervision of the Professional Engineer.

**Duties:**

This position will provide support for urban and residential conservation projects completed by the Community Conservation Team throughout Snohomish County and Camano Island.

Duties and activities include but are not limited to the following:

- Manage a crew of 6 people to construct rain gardens on private and public properties.
- Manage the sale, construction, and delivery of rain barrels to homeowners.
- Assist engineers in field surveying and data collection.
- Assist staff in the development of design plans, maps, and technical reports.
- Assist Resource Specialists in site visits, providing professional advice on stormwater management best management practices.
- Communicate verbally and in writing with teams, partner organizations, and general public.
- Assist in the coordination of workshops and events, with attendance as necessary on weekends and evenings.
- Document activities in Access database, and provide database support to other staff.
- Independently perform field monitoring and investigations in water quality and soil health.
- Assist staff in performing any follow-up services or surveys to landowners.
- Assist in developing educational materials.
- Conduct door to door and phone surveys.
- Attend regular meetings with partners, boards, and project teams.
- Attend local, state and national training sessions and workshops related to skills development.
- Serve as an incidental motor vehicle operator, requiring operation of a motor vehicle with a trailer on both public and private roads during daylight and occasionally after dark. A valid WA State driver's license is required.
- Other duties as assigned.

**Required Skills, Knowledge, and Abilities:**

This position requires 0-2 years of work experience and a Bachelor's degree or equal number of years in the field. This position requires the following skills:

- Ability to manage and motivate a crew of 6 to perform time-sensitive construction work on private and public property.
- Consistently perform hard labor in outdoor conditions.
- Knowledge of a broad range of soil and water conservation principles, field techniques, and best management practices.
- Ability to motivate individuals to adopt and implement resource management practices on their property. This may include speaking in front of public groups, organizations, or clubs.
- Knowledge and skills in computer use for word processing, databases, spreadsheets, PowerPoint,

and other programs as they arise – or the willingness to learn.

- Creativity and adaptability related to event planning and outreach activities.
- Flexibility and willingness to take on multiple projects.
- Ability to operate a motor vehicle and haul a trailer.
- Ability to lift up to 50lbs.
- Ability to work alone or closely with others in a public office environment.
- Ability to maintain accurate records regarding time-keeping and authorized expenses.

**Preferred Qualities:**

- Familiarity with Green Stormwater Infrastructure.
- Knowledge of planting varieties native to Western Washington.
- Knowledge of drainage and water conveyance principles.
- Knowledge and skills in AutoCAD & GIS.
- Familiarity with power tools and heavy equipment (backhoe, excavators, etc.)

**Training and Evaluation:**

The person in this position will be evaluated in accordance with the District’s guidelines. Performance evaluations are designed to aid communications between supervisors and employees, clarify duties and responsibilities. They are intended to assist in the personal development of employees and to strengthen their performance through the development of an employee-training plan. Evaluations will be used to substantiate recommendations for promotions, salary increases, and dismissals.

**Applicant should submit the material for this position to:**

**Snohomish Conservation District**  
**528 – 91<sup>st</sup> Ave. NE.**  
**Lake Stevens, WA 98258**  
**[kate@snohomishcd.org](mailto:kate@snohomishcd.org)**  
**425-377-7004**  
**Attention: Kate Riley**