

## **RESOURCE CONSERVATION PLANNER JOB DESCRIPTION**

This is a full-time position with the San Juan Islands Conservation District. The successful applicant must have a strong work ethic and desire to be part of a cohesive team of passionate individuals in a rewarding work environment. Work will be performed in both an office setting and in rural forest and farm settings. Local travel and occasional evening and weekend hours are possible.

### **The duties of this position will include, but not be limited to, the following:**

- Providing technical assistance to farm and forest land managers.
- Writing natural resource conservation plans for farms and forests.
- Conducting outreach and educational presentations, coordinating workshops, and participating in public meetings.
- Performing resource inventories and evaluations, conducting soil testing and analysis, and monitoring conservation practices following implementation.
- Assisting with the preparation of grant proposals, budgets, and reports for district projects and programs.
- Providing exceptional customer service.

### **Required qualifications:**

- Excellent communication and writing skills.
- Computer and software proficiency (word, excel, powerpoint)
- Ability to work independently and be a team player; physically perform the tasks of the job; complete tasks on-time and within budget; and maintain confidentiality.
- Experience and education (BA or BS) in natural sciences, agriculture, forestry, natural resource management, or closely related field.

### **Desired qualifications:**

- NRCS Planner Certification.
- Understanding of Growth Management Act and critical areas protection.
- Grant management experience.
- Familiarity with San Juan Islands' natural resources and local agriculture.
- Experience in Farm Resource and Forest Resource management
- Experience with GIS mapping technology and software.
- Masters or PhD in natural sciences, agriculture, forestry, natural resource management, or equivalent experience in these areas.

### **COMPENSATION AND BENEFITS:**

*\$44,000 – \$52,000 DOQ*

The San Juan Islands Conservation District provides holiday, sick, and vacation leave; medical, dental, vision and life insurance; and retirement benefits. Regular professional development opportunities are offered and strongly encouraged.

### **TO APPLY:**

Please submit a resume, cover letter, and three professional references to [linda@sjicd.org](mailto:linda@sjicd.org). Position open until filled. Application review begins on 11/27/2017.