

Position Description:**Natural Resource Technician**

Foster Creek Conservation District (FCCD) is a special purpose district that delivers a range of grant-funded programs and services throughout Douglas County, in Central Washington. Our mission is to serve the community through providing quality technical assistance for natural resource stewardship.

We are seeking a skilled and talented individual to join our small team as a Natural Resources Technician. The basic function of this position will be to assist the district with natural resource data collection, project development and implementation. You will be expected to work cooperatively with private landowners, other District staff, and local, state, and federal agency staff in the course of collecting and analyzing natural resource data. You may also be asked to assist with other District programs and functions, such as Outreach and Education.

Duties and Responsibilities:

1. Lead the implementation of assigned natural resource related measuring and monitoring activities for water quality monitoring and soil sampling, including field work, data entry, analysis and reporting.
2. Assist with providing sound technical services, advice and information to landowners and cooperators to improve natural resource conditions in a voluntary manner through proven best management practices.
3. Independently, and as a team, plan, organize and coordinate the implementation of projects with and for landowners and land managers.
4. Develop and maintain resource inventories and evaluations, as needed for projects.
5. Assist District staff with restoration projects, as required.
6. Assist District staff with public outreach efforts on conservation and natural resource issues, as required.
7. Assist District staff with developing and writing grant applications to fund priority conservation projects.
8. Assist District staff with general office duties, participate in regular staff meetings and other committee meetings, as directed.
9. Maintain an understanding of and implement FCCD policies and procedures.
10. Other duties as assigned by the District Manager.

Position Requirements:

- Bachelor's degree in a natural resource science or related field, or proven knowledge of relevant natural resource management activities.
- Knowledge of a broad range of soil and water conservation principles, techniques, methods and practices, which involve complex and diverse agricultural and other land uses.
- Must be self-motivated, with an aptitude for problem solving and troubleshooting; able to work efficiently and honestly.
- Must have the ability to work on multiple projects and adjust priorities as needed or requested, based on program needs.
- Must be able to work independently and in close cooperation with others in a non-confrontational manner, in office and field situations.
- Must be able to communicate effectively, verbally and in writing, with cooperators, co-workers, and others. This may include educational presentations to public groups, organizations, or clubs.
- Advanced computer literacy (word processing, spreadsheets, and database management) is required.
- Ability to organize and plan own schedule of activities related to work goals set by the District Manager or their designee.

- Must have and maintain a valid Washington State Driver's License.
- Must be able to work in remote and rugged locations under a variety of weather conditions, traverse difficult upland and instream terrain, and carry field equipment necessary to complete required job tasks.

Physical Demands: The working environment for the NRT is primarily outdoors, in remote and rugged locations. The individual will be expected to navigate to off-site locations, under a variety of weather conditions, and traverse difficult upland and instream terrain. Field work may require standing, walking, maintaining balance, climbing stairs and inclines, kneeling, stooping crouching, reaching, pulling, twisting; requires sense of touch, finger dexterity, ability to grip with fingers and hands and ability to exert up to 50 pounds of force occasionally and/or a negligible amount of force frequently; constantly to lift, carry, push, pull or otherwise move objects; requires ability to discern voice conversation, to see with close, far, side vision with depth and color perception.

Desired skills:

- A. Ability to effectively use a variety of specialized tools to collect, disseminate, and record natural resource data.
- B. Knowledge of ArcGIS mapping software.
- C. Grant writing experience.
- D. Knowledge of and familiarity with the flora and fauna of Eastern Washington
- E. Ability to maintain accurate records, including time-keeping and other authorized expenses.

Salary and schedule:

This is a full-time seasonal position consisting of 40 hours/week, from date of hire until November 30, 2018. The position may require some work on Saturdays or after regularly scheduled work hours.

Starting pay is \$18 - \$20 per hour, depending on qualifications. Benefits include accrued paid sick leave, medical insurance and paid holidays during the term of employment.

Terms of compensation and benefits are set by the Board of Supervisors and may be amended at any time. This is a grant funded position, and is subject to an "employee at will" doctrine. The omission of specific statements of duties and responsibilities does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

To Apply:

- Review the position description, above.
- Complete the FCCD Job Application Form, found on the FCCD website: <http://www.fostercreekcd.org/about-us/employment>
- Attach a current resume (not to exceed 2 pages).
- Complete a cover letter (not to exceed 1 page), describing your interest in the position and highlighting your skill and abilities.

Please submit your complete application as one document via email, attention Foster Creek District Manager, Amanda Ward at: award@fostercreekcd.org

Position will remain open until filled. First review of applicants will occur after April 15, 2018.