

DOUGLAS COUNTY CONSERVATION DISTRICT
Conservation Technician

EMPLOYMENT SPECIFICATIONS

- A. The Employee's headquarters will be located in Lawrence, Kansas.
- B. The Employee will perform the duties of a Soil Conservation Technician. Responsibilities will include the following:
 - a. Provide advice and assistance to local landowners regarding conservation practices approved by the NRCS, FSA, or Conservation District.
 - b. Work with landowners on the installation and maintenance of a variety of conservation practices. Practices include but are not limited to; gradient terraces, tile and underground outlets, livestock watering facilities, stream crossings, internal fencing, and conservation buffers.
 - c. Gather supplementary data and information on the physical features of farms and perform follow-up work with land users.
 - d. Survey, layout, and stake predetermined sites, especially as it relates to the construction of gradient terraces.
 - e. Assembles data and descriptive information covering farms, ranches, and other land units: identifies cropland, hay land, woodland, and other land use to determine field size for mapping. Produce field notes and prepares data sheets for higher-grade employees. Input data as required on NRCS computer system.
 - f. Explains or demonstrates to landowners or contractors, methods of installing practices. Develop a working knowledge of approved conservation practices and associated specifications.
 - g. Follow-up work with landowner by checking progress of conservation practices under construction, resolves minor problems, and refers difficult questions to higher-grade employee.
 - h. Develop maps illustrating possible buffer areas for individual landowners and land managers.
 - i. Independently utilizes GPS measurement unit in field and transfers data to computer for planning purposes.
 - j. Independently develops CRP/buffer related plans/contracts in Toolkit, and all associated forms/documents required to complete the planning/contracting process.
 - k. Assists NRCS, FSA and the conservation districts.
 - l. Performs other duties as assigned.
- C. Work Schedule: Monday – Friday, 8:00 a.m. to 4:30 p.m. with ½ hour for lunch.

SALARY & BENEFITS

- A. Salary is \$33,686 annually and paid monthly with a raise after 1 year of employment. **Employee may only work 40 hours per week and is not eligible for overtime or compensatory time.**
- B. Benefits include paid 13 vacation days, 13 sick leave days, holidays and KPERS.