

Salary Range \$29,176 - \$43,764

Resumes Due April 11, 2018

**LOWER PLATTE NORTH NRD**  
**JOB DESCRIPTION**

**Position Title: NRD/NRCS Conservation Technician**

**Job Code: 19.4093**

**FLSA Status: Non-Exempt**

**Reports to: NRCS District Conservationist/LPNNRD Assistant Manager**

**Date Revised: May 19, 2016**

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**Position Summary: The NRD/NRCS Conservation Technician works out of the Wahoo NRCS Field Office and supports the Natural Resources Conservation Service. This individual completes the design, layout, inspection and certification of soil and water conservation practices funded through the LPNNRD's state and local cost-share programs and completes the paperwork related to the installation of these practices.**

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**Essential Functions:**

1. Completes the design, layout, inspection and certification of soil and water conservation practices funded through the LPNNRD's state and local cost-share programs and completes the paperwork related to the installation of these practices.
2. Completes conservation planning and assembles cost estimates on application for conservation practices.
3. Plan and organize project tours for the LPNNRD staff and directors.
4. Coordinate activities with the NRCS Technicians to ensure that LPNNRD funded projects are completed in a timely manner.
5. Assist with the completion of erosion and sediment complaints received by the district. This includes coordinating the activities with the NRCS Technicians to ensure that complaints are completed within 20 working days.
6. Design, layout, inspect and certify soil and water conservation practices funded through the Equal Quality Insurance Program (EQIP), other federal cost share programs and completes the paperwork directly related to the installation of these practices.
7. Provide assistance with special projects and programs of the district as directed by the NRD Manager and Assistant Manager.
8. Completes NRCS duties and/or reports as assigned by the NRCS District Conservationist.
9. Responsible for project follow-up and completed written reports as assigned.
10. Attends LPNNRD Projects Committee Meetings and occasional Board Meetings.
11. Performs other job related duties or special projects as assigned by the District Conservationist and NRD Management.

**Preferred Talents:**

1. Accurate and detailed
2. Self-directed and takes initiative

3. Organized
4. Effective communicator – written and verbal
5. Deadline driven
6. Problem solver

**Qualifications:**

1. Minimum of three years experience with conservation field activities. Required experience may be substituted with advanced education in appropriate area.
2. Basic math skills and proficient computer skills.
3. Applicable licenses in soil conservation preferred.
4. Valid driver's license and insurable in Nebraska.

**Working Environment:**

Primarily outdoor work with exposure to outdoor elements or hazards, including adverse conditions such as heat, cold, sun, dust and pollen.  
Lifting of up to 40 lbs. occasionally.

**The Lower Platte North NRD is an equal opportunity employer**