



February 2, 2017

Applications are now being accepted for the following position in Centre County Government. Those who qualify and are interested should apply at the Human Resources Office, Room 334 Willowbank Building, Bellefonte, PA or call (814) 355-6748 for an application. This posting can be viewed and an application downloaded from our website at www.centrecountypa.gov.

RESOURCE CONSERVATION COORDINATOR 1

p.c. #13

Position Overview

Department:

Conservation District
Willowbank Building
420 Holmes Street
Bellefonte, PA 16823

Base Pay:

\$16.36/hour
\$34,028.80—\$55,848.00/annum
Grade: N-12
Non-Exempt

Shift Available:

Full Time (40 Hours)
8:00am-5:00pm
Some weekend and evening hours required.

Required Education:

- Bachelor's Degree in Agriculture, Civil Engineering or related natural resource field.
- Computer training required.

Required Experience:

- 1-2 years' working experience in field of public or private soil conservation.

Special Requirements:

- Must possess a valid Pennsylvania Driver's License and a willingness to travel as needed.

Applications:

Applications for this position will be accepted until Friday, February 24, 2017.

Summary of Job Functions

- Reviews erosion and sediment pollution control (E&SPC) plans, identifies deficiencies and notifies proper authorities in writing of same.
- Conducts inspections of earthmoving activities to ensure compliance.
- Investigates complaints and recommends feasible solutions or corrective measures.
- Provides testimony for enforcement cases as necessary.
- Provides technical assistance to individuals, counties, developers, engineers, etc. regarding assigned programs.
- Assists in training of technician trainees.
- Reviews and acknowledges permits for stream encroachments.
- Investigates encroachment complaints, recommends corrective measures and/or forwards to DEP.
- Reviews and acknowledges National Pollutant Discharge Elimination System (NPDES) permit applications.
- Assists with annual poster contest, seedling sale and other community projects.
- Maintains district vehicle.
- Prepares reports as required.
- Conducts education programs for schools, other community agencies.
- Performs other job related duties as required.
- Administer the Centre County Dirt, Gravel and Low Volume Roads (DGLVR) program.
- Assist municipalities with the DGLVR program process from pre-application meetings through project implementation and verification.