

Beaver County Conservation District
Full Time Job Opening
June 11, 2018

Position: Resource Conservationist

Position Available: July 2018

Resume Deadline: June 22, 2018

Position Location: Beaver County Conservation District
156 Cowpath Road
Aliquippa, PA 15052

Position Description: Will provide technical assistance, plan review, construction and complaint investigation and educational outreach while administering our Erosion and Sedimentation control (chapter 102.5) and Water Obstruction and Encroachment (chapter 105) delegated programs.

Requirements:

- Bachelor's Degree or equivalent work experience in Resource Management, Environmental Science or related fields; general knowledge of resource conservation, agriculture, education and the environment.
- Completion of the PA Department of Environmental Protection Chapter 102.5 basic and advanced training.
- Ability to work independently with minimal supervision; ability to make decisions within departmental precedents; consistently demonstrate flexibility, initiative and sound judgment.
- Ability to communicate effectively through clear and succinct speech and writing.
- Must be computer literate. (Microsoft Office Suite and ArcView GIS (Programs)).
- Possess a valid driver's license and have a safe driving record.
- **Be willing and available to work evening and weekend functions. (participation is required)**
- Work outdoors in all weather conditions.
- Be receptive to new ideas, procedures and products.
- Must be able to pass a Drug Screening, PA Child Abuse History and a PA State Police Criminal Background Check.

Compensation: Competitive Salary and Benefits Package

Send Cover Letter, Resume and Salary Requirements to: Employment @bccdpa.us

A full job description is listed on the pages below.

BEAVER COUNTY CONSERVATION DISTRICT JOB DESCRIPTION

RESOURCE CONSERVATIONIST Full Time position

PURPOSE:

The Beaver County Conservation District Resource Conservationist shall render such technical assistance to the Board of Directors and the District Manager as shall be necessary to conduct the Erosion and Sedimentation Control Program, Water Obstruction and Encroachment Permit Program and Environmental Education Programs at various locations.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- Bachelor's Degree or equivalent work experience in Resource Management, Environmental Science or related fields; general knowledge of resource conservation, agriculture, education and the environment.
- Ability to work independently with minimal supervision; ability to make decisions within departmental precedents; consistently demonstrate flexibility, initiative and sound judgment.
- Ability to communicate effectively through clear and succinct speech and writing.
- Must be computer literate.
- Possess a valid driver's license and have a safe driving record.
- **Be willing and available to work evening and weekend functions. (participation is required)**
- Work outdoors in all weather conditions.
- Be receptive to new ideas, procedures and products.

SPECIFIC RESPONSIBILITIES:

- Review Erosion and Sedimentation Control Plans in accordance with policies and procedures mandated by the program delegation agreement.
- Review Water Obstruction and Encroachment Permit applications in accordance with policies and procedures mandated by the program delegation agreement.
- Perform field assessments of complaints, gathering and documenting pertinent information.
- Perform routine inspections of earthmoving sites to determine implementation of Erosion and Sedimentation Control Plans and Water Obstruction and Encroachment plans; tactfully obtain voluntary compliance to Chapter 102.5 and Chapter 105 rules and regulations.
- Assist municipalities in preparing Erosion and Sedimentation and Water Obstruction and Encroachment provisions to be included in local ordinances.
- Work with engineers and consultants in evaluating Erosion and Sedimentation Control Plans and Water Obstruction and Encroachment plans.
- Maintain office in a neat, clean and orderly manner.
- Assist in the organization and promotion of all Conservation District activities, and participate in activities as assigned.
- Submit a written monthly report to the Board of Directors.
- Prepare articles for newsletters, newspapers, and/ or annual reports as requested.

- Perform other duties as assigned by the District Manager or Chairman of the Board of Directors.
- Attend seminars and meetings as requested/required.
- Provide field consultations regarding chapter 102.4, 102.5 and chapter 105 regulations when necessary.
- Represent the District Manager at various events when requested.

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM PROGRAM (NPDES)

- Conduct technical aspects of the NPDES Program in accordance with policies and provisions of the program delegation agreement.
- Process Notices of Intent and other program clerical functions.
- Inspect permitted sites monthly or as needed.
- Issue permits in accordance to chapter 102.4.

ENVIRONMENTAL EDUCATION:

- Assist and promote the Beaver County Envirothon Program.
- Work with community groups to plan, organize and conduct special events; encourage public participation in special conservation district events.
- Provide information on conservation and related topics to the public as requested.

RESOURCE CONSERVATION:

- Explain Conservation District programs to prospective cooperators; enroll new cooperators.
- Provide technical assistance to individuals, organizations and municipal governments on resource conservation issues.