



## ***Urban Agriculture Resource Conservationist***

### ***General Statement of Duties***

As an Urban Agriculture Resource Conservationist (UARC), you will be working closely with partnering agencies, garden organizations, as well as the City of Reading to administer the Urban Ag Conservation Initiative.

The UARC is immediately supervised by the Ag Team Supervisor and is ultimately accountable to the District Executive, Office Manager and the Berks County Conservation District (BCCD) Board of Directors.

### ***Job Duties and Responsibilities***

The position will be responsible for implementing three grants: NACD Urban Agriculture Conservation Initiative, USDA Equity in Conservation Outreach Agreement, and the PDA Infrastructure grant. The position will be a part-time position over 3 years, ending in October 2026, with the potential to be renewed. **The position will work approximately 20 hours per week, not to exceed 1000 hours per year at a rate of \$22 per hour (\$22,000/year)**

#### Primary Responsibilities:

##### *NACD Urban Ag Conservation Initiative grant:*

Through the NACD Urban Agriculture Conservation Initiative, provide direct technical support to enhance urban agriculture in the City of Reading in the following areas:

- Coordinate with City wide task force partners (Environmental Advisory Council, Berks Nature, Penn State Extensions, non-profits and food distributors etc.)
- Evaluate and prioritize vacant city lots for garden transition and/or stormwater Best Management Practice (BMP) implementation.
- Soil health, testing, and conservation in urban gardens
- Water conservation within urban communities
- Evaluate the feasibility of future funding and programs for the City's greenhouse, urban agriculture community center, and other agricultural initiatives.
- Address food deserts & insecurity

##### *USDA Equity in Conservation Outreach Agreement grant:*

- Create and establish a demonstration garden in the City of Reading
- Provide technical support and educational assistance
- Conduct workshops to promote conservation practices
- Conduct classroom type training sessions to educate students on NRCS/USDA and conservation career opportunities within the Reading School District



- Create a resource guide for beginning urban farmers

*PDA Infrastructure grant:*

- Utilize funding to support urban gardening initiatives
- Provide technical assistance and support to implement agricultural infrastructure improvements
- Develop educational signage for the gardens developed using the funding
- Conduct container garden workshops for city residents

*Report management:*

- Complete quarterly, and annual progress reports for the NACD Urban Ag Conservation Initiative Grant, PDA Infrastructure grant and the USDA Equity in Conservation Outreach grant.
- Complete monthly board reports

*Minimum Education and Experience:*

- Spanish Language Proficiency preferred, but not necessary.
- A Bachelor's Degree in Agronomy, Environmental Resources Management, Environmental Science, Agricultural Engineering, or related subject. Extensive agricultural experience may qualify, in place of or combined with, college experience, at the discretion of the BCCD.
- One to three years combined knowledge and experience in gardening practices or agricultural experience is preferred, but not necessary. Support will be provided to lesser experienced individuals.

*Minimum Knowledge, Skills, And Abilities:*

- Knowledge in related coursework in horticulture, soils, land use, geography, and/or ecology.
- Ability to organize and prioritize effectively.
- Ability to show initiative in completing tasks with minimal supervision.
- Ability to communicate effectively both orally and in writing.
- Ability to establish effective working relationships with various organizations, age groups, and education levels.
- Working knowledge of basic computer operation and software.
- Valid driver's license.
- Ability to traverse difficult terrain in both rural and urban environments.
- Ability to work outdoors in a variety of seasons and weather conditions.

*Working Environment*

- Approximately 50% of the work for this position is expected to be carried out in the field.
- Remainder of work location will be in-office work, located at 1238 County Welfare Road, Leesport, PA or a work from home option is available.

This position description serves as a guideline for communication of the essential functions and other information about the position to the applicant/employee. It is not intended to create a binding employment contract nor cover every detail of the position and may be changed by the District Executive and/or the BCCD Board of Directors.

To apply, email your resume to [tammy.bartsch@berkscd.com](mailto:tammy.bartsch@berkscd.com).

