



# Clearfield County Conservation District

6395 Clearfield Woodland Highway, Suite 2 - Clearfield, PA 16830

---

## Job Description – Conservation Specialist

Erosion and Sedimentation Specialist/Agriculture Conservation Technician

**\$35,000 - \$40,000 per year depending on experience**

**Responsibilities:** To perform this job successfully, an individual must be able to satisfactorily perform duties within the following programs that include but are not limited to:

1. Chapter 102 Erosion and Sediment Control Program (primary responsibility)
  - a. Review and approve Erosion and Sedimentation Control Plans
  - b. Review and authorize NPDES (National Pollutant Discharge Elimination System) permits
  - c. Provide completeness reviews for PCSM (Post Construction Stormwater Management) Plans
  - d. Provide Technical assistance to plan writers regarding E&S plans and NPDES permits
  - e. Conduct complaint response and investigations
  - f. Conduct project site inspections and prepare written reports and seek voluntary compliance from responsible parties
  - g. Participate in outreach activities
2. Chapter 105 Water Obstruction and Encroachment Program (primary responsibility)
  - a. Review and authorize water obstruction and encroachment permits (General Permits) and assist DEP and the Army Corp of Engineers with reviews of Joint Permit Applications
  - b. Provide technical assistance to plan writers regarding water obstruction and encroachment permits
  - c. Conduct complaint response and investigations
  - d. Conduct project site inspections and prepare written reports and seek voluntary compliance from responsible parties
  - e. Participate in outreach activities
3. Agriculture Conservation Technician Program
  - a. Work with the Agriculture Technician on Conservation Planning for farmers
  - b. Must be able to provide quality assurance for basic conservation BMP's (Best Management Projects) with supervision
  - c. Assist agricultural producers and landowners in understanding and working towards compliance with environmental rules and regulations

### Required Knowledge, Skills and Abilities:

- A High School Diploma with experience in the E & S and Agriculture fields, or and Associates Degree in an environmental or agricultural field and experience in the E & S and Agriculture fields, or a Bachelor of Science Degree in an environmental or agricultural field and experience in the field of erosion and sediment control.
- Knowledge of soils, hydrology, land use, geography, ecology, and natural resources
- Knowledge of or ability to learn state regulations, policies, and guidelines as they relate to Chapter 102 Erosion and Sediment Control and Chapter 105 Water Obstruction and Encroachments
- Ability to read and understand construction plans and maps preferred
- Experience in Microsoft Programs and GIS/ArcView
- Must be able to perform routine duties without direct supervision both in an office and field setting
- Must be able to communicate verbally and in writing
- Other duties performed as assigned. The Clearfield County Conservation District (CCCD) reserves the right to add or change the duties of this job description at any time.

**Physical Demands:** This position requires walking and traversing all types of terrain in all weather conditions

**Accountability:** The E&S Specialist reports directly to the District Manager and ultimately to the CCCD Board of Directors

**Additional Requirements:** Possess a valid motor vehicle driver's license, and maintain a reliable personal vehicle which will be necessary to complete required field work. Mileage will be reimbursed at the applicable state rate.