

POSITION TITLE: Agriculture Conservation Specialist

EXEMPT: No

SALARY RANGE: \$40,675 – 65,080

Grade: 13B

DEPARTMENT: Soil Conservation

POSITION REPORTING: District Manager

LAST UPDATE: 4/1/19

SUMMARY:

The Agriculture Conservation Specialist is responsible for education and technical assistance to the regulated agricultural community in Montgomery County, administration of the Act 38 Nutrient Management Program, the Ch. 91 Manure Management Program, and the Agriculture Conservation Technical Assistance Program. The individual in this position also promotes education efforts and assists farmers with improvement of agricultural conservation, manure and nutrient management, and conducts compliance inspections on farmland. The Agriculture Conservation Specialist will be responsible for securing grant funding to implement agricultural conservation projects, overseeing project implementation, conservation plan writing, and assistance with the county's Farmland Preservation Program. The individual in this position will develop and provide agricultural education programs to schools, community organizations and assist with urban agriculture initiatives throughout the county.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Assist agricultural community in understanding and complying with local, state, and federal environmental regulations.
- Develop and review agriculture Erosion and Sediment Control plans, Manure Management and Nutrient Management plans and Conservation plans.
- Assist with assessment of environmental resource concerns and design of agricultural conservation practices.
- Provide technical assistance to landowners on conservation of soil and water resources.
- Inspect and document agricultural complaints following established procedures.
- Conduct inspections on preserved farms for the Montgomery County Farmland Preservation Program.
- Develop, coordinate, and present at environmental education programs and workshops.
- Assists with planning and coordination of Envirothon events.
- Prepare newsletter articles.
- Prepare monthly, quarterly, and annual program reports.
- Attend regularly scheduled training sessions, conferences, and meetings as assigned. Occasional overnight travel required.
- Performs other duties as assigned.

QUALIFICATION REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Bachelor's degree in environmental science, agronomy, agriculture sciences, or a related field required
- Act 38 Public Nutrient Management Specialist certification preferred
- PA Certified Conservation Plan Writer certification preferred
- NRCS Job Approval authority preferred
- Knowledge of soil and water conservation practices, soil science and hydrology
- Knowledge of agricultural production & agronomy
- Knowledge of PA environmental regulations
- Knowledge of technical standards relating to E&S control, stormwater management, and a general understanding of PA environmental rules and regulations

- Basic survey, design and layout knowledge
- Proficiency in reading maps and plan drawings
- Knowledge of GPS equipment, GIS software, and related datasets
- Excellent written and verbal communication skills
- Proficiency in Microsoft suite programs (Word, Excel, Powerpoint)
- Ability to work with others and work with minimal supervision
- Occasional weekend and overnight travel for training, conferences and outreach efforts
- Ability to traverse large tracts of land on foot in all weather conditions, year-round
- Valid Pennsylvania driver's license required

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand, walk, sit, talk and hear. The employee will regularly be required to traverse farmland in all weather conditions, year round.

The employee must occasionally lift and/or move up to 50 pounds.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential function.

Work environment includes both indoor/outdoor office and field work.