

Cumberland County Conservation District
310 Allen Road, Suite 301
Carlisle, PA 17013

NUTRIENT MANAGEMENT SPECIALIST

Exempt

OVERALL OBJECTIVE OF JOB: To provide technical and educational assistance to the farming communities of Cumberland County regarding nutrient management issues. Oversees the implementation of the Nutrient Management Program for Cumberland County.

RESPONSIBILITIES:

1. Reviews submitted nutrient management plans.
2. Develops programs in order to educate and promote the benefits of nutrient management.
3. Conducts site inspections for program compliance.
4. Arranges tours, field trips and demonstration projects promoting programs.
5. Investigates complaints and recommends feasible solutions or corrective measures.
6. Provides technical assistance to individuals, Townships, developers, engineers, farmers, etc. regarding assigned programs.
7. Write Act 38 Nutrient Management Plans for volunteers interested in participating in the program.
8. Prepares monthly reports for the district and quarterly reports for the state program.
9. Attends required training sessions to maintain certification.
10. Attends monthly district board meetings.
11. Conduct Chesapeake Bay agricultural inspections to determine compliance with Chapter 102 regulations and manure management regulations.
12. Performs other job related duties as required.

OTHER DUTIES OF JOB:

1. Assists with annual seedling sale and other community projects.
2. Prepares monthly reports for the district and quarterly reports for the state program.
3. Attends required training sessions to maintain certification.
4. Attends monthly district board meetings.
5. Write news releases for local newspapers and other educational articles for the newsletters and annual report.

QUALIFICATIONS:

1. Bachelor's degree in agriculture, resource management or related natural resource field. Computer training required.
2. Must possess a Bachelor's degree in agriculture, resource management or related natural resource field.
3. Must possess one year experience in nutrient management or soil conservation.
4. Subject to working outdoors at work sites and being subjected to heavy and/or dangerous equipment, poor water, odors and natural elements.
5. Must be willing to travel to work sites or other locations as required.
6. Must be able to lift/carry objects with maximum weight of twenty-five (25) pounds.

7. Must be able to sit, stand, walk and drive intermittently throughout the workday, occasional kneeling, twisting, stooping, bending, climbing necessary to carry out work duties.
8. Must possess initiative and problem solving skills in relation to conservation projects.
9. Must possess the technical knowledge of operating personal computers.
10. Must possess ability to work on large projects and to interact effectively with DEP and County officials.
11. Must possess thorough knowledge of engineering skills, practice and methods needed to carry out quality conservation programs.
12. Must possess the knowledge of current federal, state and local laws affecting conservation and agricultural areas.
13. Must become Nutrient Management certified within the first year of employment

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:

1. Must be able to speak and understand the English language and to follow oral and written instruction.
2. Must possess effective oral and written communication skills.
3. Must possess initiative and problem solving skills in relation to conservation projects.
4. Must possess ability to function independently, have flexibility and the ability to work effectively with public, co-workers and others.
5. Must possess the technical knowledge of operating personal computers.

6. Must possess a valid Pennsylvania Driver's license and a willingness to travel as needed.
7. Must possess the ability to make independent decisions when circumstances warrant such action.
8. Must possess ability to work on large projects and to interact effectively with DEP and County Officials.
9. Must possess thorough knowledge of engineering skills, practice and methods needed to carry out quality conservation programs.
10. Must possess the knowledge of current federal, state and local laws affecting conservation and agricultural areas.

STARTING SALARY: \$45,727.00

TO APPLY: Apply online at www.ccpa.net by September 25, 2019.

In compliance with the Americans with Disabilities Act, the Employer will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the Employer.

Revised: September 9, 2019