



Clearfield County Conservation District

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

Job Description – Agriculture Conservation Specialist Nutrient Management and Chesapeake Bay Technician

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

1. Technical Assistance

- a. Provide on-farm administration and technical assistance for PA Nutrient Management (NM) and the Chesapeake Bay Program.
- b. Work with Natural Resources Conservation Service (NRCS), Department of Environmental Protection (DEP), State Conservation Commission (SCC), and other agencies as necessary.
- c. Work with NRCS and other agencies in the survey, design, and installation of Best Management Practices (BMP's) and other conservation practices.
- d. Assist landowners with the interpretation and necessary revisions of Nutrient Management plans. This includes soil and manure sampling and analysis.
- e. Conduct follow-up with landowners to review plans to assure that scheduled BMP's are installed and maintained.
- f. Assist landowners with manure spreader calibration.
- g. Work with timber harvesters in the revegetation of log landings and skid roads.
- h. Promote the use of cover crops and no-till farming.
- i. Coordinate the implementation of the Chesapeake Bay Tributary Strategy for Clearfield County that maximize sediment and nutrient pollution reductions with available funding and resources.
- j. Maintain district-owned equipment
- k. Other tasks as assigned by the District Manager or the Board of Directors.

2. Education and Outreach

- a. Promote District programs through personal contact, group meetings, workshops, classroom visits and media publications.
- b. Arrange field days, seminars, events, and demonstrations.
- c. Work with District staff to facilitate conservation education.

3. Administrative Responsibilities

- a. Prepare monthly written report of activities for the Board of Directors.
- b. Submit all Chesapeake Bay and Nutrient Management quarterly reports.
- c. Provide an Annual Report for the Directors and PACD.
- d. Maintain daily records of activities.
- e. Assist with agriculture grant application.

Required Knowledge, Skills and Abilities:

- Degree in agriculture or environmental studies with excellent communication and organizational skills.
- Ability to work individually and as a team.
- Attend all technical trainings, workshops, and seminars to become proficient in duties required of the Nutrient Management/Manure Management Act.
- Must be able to attend overnight or multiday trainings if needed.
- Obtain job approval authority for design and construction of BMP's.
- Basic construction understanding and ability.
- Proficiency in Microsoft Applications and computerized data entry.
- Ability to pass and maintain certification in accordance with the Nutrient Management Act.
- Ability to read and apply rules, regulations, policies, and procedures in the preparation and implementation of District Conservation Programs.
- Knowledge of G.I.S.
- Working knowledge of farm operations/farming background.
- Understanding of freshwater ecosystems.

Physical Demands: This position requires walking and traversing all types of terrain in all weather conditions, and the ability to lift 50 lbs.

Accountability: The Agriculture Conservation 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.