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## CONSERVATION COORDINATOR

### WHAT WE ARE LOOKING FOR

We are looking for someone who cares about natural resource management and community-led conservation. Someone who will work shoulder to shoulder with farmers and ranchers to improve upon natural resource concerns and address challenges on the horizon. If you are someone who finds comfort in routine, is known as a great listener, needs an active workday, enjoys being in a support role to internal staff and external “customers,” and has a strong detail orientation...this job may be a great fit for you!

### BACKGROUND

The Colusa County Resource Conservation District (CCRCD) is looking for a full-time **Conservation Coordinator** to assist with conservation planning and practice implementation in Colusa County. RCDs across California serve as local hubs for conservation; connecting people with the technical, financial, and educational assistance they need to conserve and manage natural resources. RCDs help landowners, land managers, government agencies, and others to voluntarily protect, restore, and enhance natural resources on private and public lands.

### POSITION

We are looking for a new team member to work together with local landowners in developing conservation plans, implementing practices, and maintaining/monitoring existing projects. An ideal candidate has a desire to improve natural resources to enhance agriculture and the environment for long-term sustainability. The position is a full-time job for 40 hours a week. The planner will develop and implement habitat restoration projects, soil health conservation plans, carbon farm plans, and irrigation water management plans. This position reports to the District’s Executive Director.

### DUTIES AND RESPONSIBILITIES

#### Collaboration:

- Meet with farmers and ranchers to conduct resource inventory and/or field mapping for conservation plans and practice implementation. This includes GPS mapping, field soil sampling, irrigation record monitoring and site evaluation.
- Provides technical assistance to USDA and CDFA participants on practice implementation and financial assistance applications.
- Assists with all parts of planning and implementation process This includes creating conservation plans, coordination with technical support, assistance with practice implementation, monitoring for installation requirements, practice certification and field inspections.

#### Project Management:

- Manages projects from creating a timeline, budget, and requirements to get the project done according to grant requirements and producers’ wishes.
- Prepare quarterly reports for grant funders.

### **Training and Support:**

- Prepare outreach materials and/or district reports for local events where USDA and CDFA participants are expected to attend such as monthly Farm Bureau meetings.
- Present on USDA and CDFA programs and technical services at events where participants are expected to attend such as the Colusa Farm Show and RCD outreach and education events.
- Attend training and educational events and Assist CCRCDD staff with other programs and projects as needed.

### **APPLICANT QUALIFICATIONS**

The CCRCDD is seeking a detail-oriented person who desires to learn new skills, is a cooperative team player, and enjoys working collaboratively with landowners, co-workers, and community members.

#### **Minimum Qualifications**

- Knowledge of agriculture and/or natural resource conservation practices, restoration ecology, basic soil and plant science, native plant, and animal communities and/or resource management.
- Working toward or having a bachelor's degree **or** equivalent experience (one or more years professional experience) with focus on agriculture science, environmental studies, natural sciences, resource management, watershed science, conservation planning or related field.
- Effective communication, organization, and time management skills.
- Motivated to complete work independently with supervision and strong desire to learn.
- Physically able to work in the field (climbing in and out of streams, over/under fences, hiking, lifting, carrying supplies and equipment, planting, etc.) during all seasons.
- Strong computer skills (*Word, Excel, PowerPoint*) and ability to learn new computer programs.
- Applicant must be able to pass a thorough Homeland Security background check, pre-employment physical and drug test.
- Valid California driver's license, clean driving record, and current auto insurance.

#### **Desired Qualifications**

- Awareness of California agriculture and natural resource concerns
- Proficiency with ArcGIS and GPS
- Familiar with the USDA's Natural Resource Conservation Service programs
- Knowledge of CDFA's Healthy Soils Programs and SWEEP

### **COMPENSATION**

Starting pay is \$25-\$30 (based on experience) per hour with an increase in 12 months with favorable job performance. Benefits available upon meeting CCRCDD's probationary period. Full-time employee benefits include a monthly additional pay (\$3.00/hour), up to 5% 457 retirement plan employer match, and generous holiday, sick and vacation paid leave.

### **APPLICATION INFORMATION**

To apply, email a cover letter, resume and references to Liz Harper, Executive Director: [liz@colusarcd.org](mailto:liz@colusarcd.org). Applications will be accepted on an on-going basis and the position will remain open until filled. The RCD is an equal opportunity employer. Candidates reflecting the social diversity of California are strongly encouraged to apply.