



NATURAL RESOURCE COORDINATOR

WHAT WE ARE LOOKING FOR

We are looking for someone who cares about natural resource management and community-led conservation. Someone that will work shoulder to shoulder with community partners 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, thrives being active, 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 **Natural Resource 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 the USDA Natural Resource Conservation Service (NRCS) and local landowners in developing conservation plans, practice implementation requirements, and project maintenance. 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 coordinator will report to the Colusa County Resource Conservation District’s Executive Director and the District Conservationists for Colusa, Glenn, and Yuba-Sutter County NRCS Field Offices.

TYPICAL DUTIES AND RESPONSIBILITIES

- Resource inventory and/or field mapping for USDA participants. This can include GPS mapping, field soil sampling, irrigation record monitoring, site evaluation for practice implementation
- Technical assistance to USDA participants on practice implementation. This can include practice certification field inspections, monitoring for installation requirements, assistance with practice implementation documentation, coordination with NRCS specialists needing technical support
- Prepare outreach materials and/or district reports for local events where USDA participants are expected to attend such as monthly Farm Bureau meetings
- Present on USDA programs and technical services at events where participants are expected to attend such as the Colusa Farm Show and RCD outreach and education events
- Prepare summary for District Conservationist of field inspections and client adoption of practices.
- Develop conservation plans according to USDA participants needs
- Assist with CCRCD staff with other programs and projects as needed
- Attend training and educational events as appropriate

APPLICANT QUALIFICATIONS

The CCRCDC is seeking a person who desires to learn new skills, is a team player, creative, and enjoys working with landowners, co-workers, and community members.

Minimum Qualifications

- 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
- Strong computer skills (*Word, Excel, PowerPoint*) and ability to learn new computer programs
- Effective communication, organizational and time management skills
- Motivated to complete tasks at hand, ability to 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
- 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

Desired Qualifications

- Knowledge 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

COMPENSATION

Starting pay is \$22 per hour with an increase in 12 months with favorable job performance. Benefits available upon meeting CCRCDC's probationary period. Full-time employee benefits include a monthly lump sum additional pay (\$2.60/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 three or more references to Liz Harper, Executive Director: liz@colusarcdd.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.