

Rusk County
County Conservationist

Rusk County is accepting applications for a full time County Conservationist to work in our Land Conservation and Development Department. Responsibilities include coordinating, assessing and planning soil and water conservation operations with land owners, farm operators and cooperating agencies.

Qualifications: This position requires a degree in Soil and Water Conservation, Civil or Agricultural Engineering, Natural Resources, or related field with administrative/supervisory experience in directing and planning conservation programs.

Starting wage is \$26.03/hour with generous fringe benefits. For consideration please submit application to:

Rusk County Clerk's Office
311 Miner Ave E. Suite C150
Ladysmith, WI 54848

Any questions regarding this position contact CeCe Tesky, Land Conservation and Development Director, at 715-532-2156 or email ctesky@ruskcountywi.us

Closing date for accepting applications is 4:30 P.M. on March 8, 2019. Applications and a complete job description are available online at www.ruskcounty.org or at the Rusk County Clerk's Office, 311 Miner Ave. E. Suite C150, Ladysmith, WI 54848

This institution is an Equal Opportunity Provider and Employer

RUSK COUNTY JOB DESCRIPTION

Approved by Committee: February 12, 2019

JOB TITLE: County Conservationist

DEPARTMENT: Land Conservation and Development, Land Conservation Division

GENERAL SUMMARY:

The County Conservationist is responsible for the daily administration of the Land Conservation Division of the Land Conservation and Development Department. The position is responsible for organizing work schedules, preparing annual reports, recommending equipment upgrades, administering and enforcing county ordinances and state statutes and coordinating the administration of county, state and federal conservation grant programs.

REPORTING RELATIONSHIP:

Reports to: Land Conservation and Development Director

ESSENTIAL FUNCTIONS OF THE JOB:

1. Manages the operations of the Land Conservation Division including working with the following conservation programs: Rusk County Land and Water Resource Management Plan, Rusk County Farmland Preservation Plan, Wildlife Damage Abatement and Claims Program, Cost-Share programs, Nutrient Management Planning, Invasive Species awareness and eradication and Rusk County Tree Program.
2. Evaluates and recommends changes to the policies, programs and services provided by the Land Conservation Division.
3. Manages the administration and enforcement of county ordinances and state administrative code; county ordinances include Animal Waste Storage and Nutrient Management and Nonmetallic Mining Reclamation,
4. Writes grants for the county, landowners and local units of government.
5. Maintains records according to county, state and federal program guidelines and requirements.
6. Responds to landowner requests for natural resources management information
7. Plans and monitors cost-sharing programs and assists in final planning and design of conservation practices to ensure compatibility with technical standards and eligibility for cost-share.
8. Assures that all funds are received and disbursed according to DATCP guidelines.
9. Communicates departmental goals, strategies and operations to town officials and the general public in the form of official meetings, public informational meetings and public hearings.
10. Monitors and inventories countywide natural resource status and trends and recommends improvements.
11. Serves as the county's Conservation liaison to local, state and federal agencies.
12. Conducts public education programs on conservation issues and provides reports to the Land and Water Conservation Committee.
13. Performs on-site erosion/abatement practices assessments and provides technical assistance.
14. Designs, surveys, and oversees installation of conservation practices.
15. Monitors vehicle inspection policies and maintains equipment inventory.

MINIMUM REQUIREMENTS:

Bachelor's degree in Soil and Water Conservation, Civil or Agricultural Engineering, Natural Resources, or related field with three years administrative/supervisory experience directing and planning conservation programs. A valid Wisconsin motor vehicle operator's license required.

PHYSICAL DEMANDS:

About 80% of the time is spent in an office setting, which would include sitting, standing and walking. Walking and standing 80% of the time when in the field. Traversing over uneven terrain, reaching, bending, balancing and medium lifting is also required in the field. In some situations there is exposure to extreme heat, cold, wetness, noise, dust and farmyard odor. Flexible scheduling may be necessary to perform the essential functions of the job.

EQUIPMENT USED:

1. Basic office equipment, calculator, copy machine, and scanner. Computer programs such as AutoCAD Civil 3D, LiDAR, SnapPlus, Hy-8, Hec-Ras, ArcGIS, MSWord, Excel
2. Basic technical equipment, survey grade GPS, camera, measuring devices, compass, laser tools, various levels, soil auger, and planimeter.
3. Any other equipment and software needed to perform essential job duties.
4. Personal protective equipment; steel toe boots, hearing and eye protection and hard hats.

REQUIRED SKILLS:

1. Must possess working knowledge of organization and functions of local, state and federal government in regard to conservation and agriculture with a particular focus on the implication to county citizens.
2. Must possess a working knowledge of the principles of soil and water conservation practices, storm water managements and conservation, and hydrologic and hydraulic engineering.
3. Must be familiar with farming operations, including crop and livestock management.
4. Must be able to identify soil and water challenges and develop appropriate conservation solutions which meet specific requirements.
5. Must be able to follow complex written and oral instructions, write professional reports, and communicate effectively verbally and in writing.
6. Must have the ability to plan, survey, design, and cost-estimate conservation best management practices.
7. Must have the ability to accurately draw plans and designs according to accepted standards using AutoCAD or ArcGIS.
8. Must understand the principles of cartography including coordinate systems, longitude, latitude, elevation, topography, and map scales.
9. Must be familiar with wetland identification.
10. Must be independent in work habits and able to self-direct daily workload in order to prioritize, balance and complete multiple tasks, along with possessing the ability to direct the work of others in completing these tasks.
11. Must be respectful of cultural and personal differences and able to collaborate and work effectively in groups of diverse people representing diverse interests.
12. Must be willing to commit to and be held accountable for producing positive, high quality results in regard to office production and short and long-term management of our shared natural resources – including implementation of the Rusk County Land and Water Resource Management Plan.
13. Must be professional and responsible in action, knowing that he/she represents Rusk County and the Land Conservation Committee.
14. Must be able to work cooperatively with coworkers, the public, clients, contractors and federal, state and local agencies.
15. Must possess a positive and friendly attitude.