



CLARK CONSERVATION DISTRICT

Position Announcement: *Natural Resources Technician*

About the Clark Conservation District

Clark Conservation District (Clark CD or the District) was established in 1942 as a non-regulatory political subdivision of state government created to bridge the gap between local landowners and state and federal government. We work with residents, landowners, and land managers to conserve the natural resources of Clark County through technical and financial assistance for best management practices. Our work benefits the health and well-being of our residents in rural and urban communities.

At Clark CD, we support our area's natural resources by serving our community. We value connecting with each other and building relationships with our constituents. We are a goofy bunch, and we make time to talk, laugh, and share food. In our work, we strive to be reliable, thorough, and constantly learning. We enjoy flexible schedules and hybrid work, and we encourage a healthy work-life balance. We also appreciate that each person brings unique perspectives and strengths to the table, and we embrace growth and learning.

Nature & Purpose of the Position

We are seeking 1-2 skilled and talented individuals to join our small team as Natural Resources Technician(s). The basic function of this position will be to work cooperatively with District staff, members of the public, and local/state/federal agency staff in the planning and implementation of conservation practices. This position is funded through grants from several state and federal grant programs and relies on successful future grant applications to continue its funding. These positions will report to the Working Lands Program Manager and Habitat Program Manager. One of the positions will work primarily in the Habitat program, and one in the Working Lands program. If you prefer one program, please state this in your application materials. Overviews of each program are below:

Working Lands Program Overview:

Working lands are managed areas, typically privately owned, that are actively used for agricultural, forestry, or production purposes. The Clark CD program primarily works with livestock producers, agricultural producers, and forestland owners. The role of the Natural Resources Technician involves providing cover crop, forestry and wildfire, and livestock technical assistance and best management planning to Clark County residents. The natural resources technicians will also help manage the [equipment rental](#) program that includes a manure spreader and poultry processing unit; the applicant must be willing to talk about how each piece of equipment works. Additionally, the technician will be expected to collaborate with partner agencies.

Habitat Program Overview:

Clark County is home to a variety of important habitat types, including streams, wetlands, oak woodlands, and prairies. The Habitat Program provides financial support and planning services to private landowners who are interested in improving the quality of habitat on their property. For the Natural Resources Technician, the role would involve riparian planning support, prairie oak habitat planning support, technical assistance site visits, riparian plant propagation, assistance in coordinating the annual native plant sale, urban habitat support, and collaboration with partner organizations.

Position Details

Position Type: Full Time (40 hours/week) with benefits

Compensation: \$20.20-26.26/hour depending on experience

The following qualifications sections represent a variety of ways an individual might gain the experience required to perform the Natural Resources Technician position successfully. We do not expect any single candidate to possess all the qualifications listed. We encourage you to apply if you have the training and experience to execute this role. Research tells us that some individuals, particularly those from diverse and historically underrepresented backgrounds, will only apply to positions if they meet all the listed qualifications. We are looking for team members who round out our current skill base. If this is you, we encourage you to apply.

Suggested Minimum Qualifications

- A minimum of two years of experience in any combination of soil science, forestry, ecology, biology, environmental science, or habitat restoration; or a combination of education, training, and experience that demonstrates the ability to perform the duties of the position.
- Associate's degree in natural resource field. *Additional years of relevant work experience can substitute for a degree; please address this in your cover letter.*
- Ability to communicate effectively with diverse audiences both verbally and in writing.
- Advanced desktop computer literacy and computer software skills. Ability to use Microsoft Word, Excel, PowerPoint, Outlook, Smartsheet, etc. Typical uses include writing reports, tracking work progress, preparing educational and informational materials, recording field data.
- Valid, unrestricted driver's license.

Preferred Qualifications

- Knowledge of a broad range of soil and water conservation principles, techniques, methods and practices, which involve complex and diverse agricultural, forestry, and urban land uses. Knowledge of PNW ecology.
- Experience providing technical assistance to the public, including private landowners, farm operators, and managers.
- Knowledge or experience implementing Natural Resources Conservation Service (NRCS) 9 steps of conservation planning.
- Basic to intermediate skills in ArcGIS mapping software.

- Demonstrated commitment to the practical application of diversity, equity, and inclusion strategies.
- The ideal candidate will have the communication skills to successfully work with a wide demographic of urban, suburban, and rurally located members of the public.

Other Desirable Qualities

- Experience designing and developing print and online outreach material
- Farming experience
- Prior Conservation District or Natural Resources Conservation Service experience
- Experience with Customer Relationship Management technology
- Drone experience
- Trailer driving experience
- Grant writing
- Spoken and/or written proficiency in Spanish or Russian.

Primary Job Responsibilities

Job Function	Duties
<p>Office Work (70%)</p>	<ul style="list-style-type: none"> • Aid in the coordination of the District’s Equipment Rental program, making sure renters understand how to safely use and transport equipment. • Creation of Maps as necessary for project requirements and as a communication tool. • Landowner file organization • Writing of best management plans • Administrative facilitation across programs • Working with planning staff on data collection and documentation required for the conservation planning process.
<p>Field Work (25%)</p>	<ul style="list-style-type: none"> • Technical assistance site visits on many topics, including: <ul style="list-style-type: none"> ○ Cover Crops ○ Forest Health and Community Wildfire Resiliency ○ Livestock ○ Riparian Restoration ○ Pollinators • Workshops and tabling events <ul style="list-style-type: none"> ○ Technician will be expected to table and attend workshops as a District representative. • Native plant nursery management including organization, inventory, and leading volunteer potting parties as necessary. • Soil sampling
<p>Other (5%)</p>	<ul style="list-style-type: none"> • Perform other duties as assigned

Physical Requirements and Working Conditions

Please Note: The employee must demonstrate the ability to perform the essential functions of the position with or without accommodation. This position requires the ability to:

- Sit or stand for long periods of time
- Drive a vehicle for long periods when travel is needed. Must hold a valid, unrestricted driver's license (or have the ability to acquire upon hire).
- Work in all-weather types and on uneven terrain.
- Lift, pull, carry, and push up to 40 lbs.
- Occasionally bend, twist, squat, climb, kneel/crawl, reach overhead.
- Have finger dexterity/fine manipulation.
- Desktop computer literacy, including Microsoft Office applications (Outlook, Word, Excel, PowerPoint), Adobe Creative Suite, Internet, and various other software applications used within the District for accounting, operations, and administration.
- Use basic office equipment including telephone, computer, printer, copier, etc.
- Estimate of 70% office environment, 30% field.
- Weekend and/or after-hours work will be required for outreach and District events. Short overnight travel is occasionally required 1-3 times per year.
- Clark Conservation District leases office space from an entity that is required to comply with Governor Inslee's Directive 22-13.1 regarding Covid-19 vaccination. As a condition of our lease agreement, newly hired employees are required to be able to provide proof of their ability to comply with this directive by the date they begin employment.

Compensation & Benefits

The hourly rate for this position is between \$20.20-26.26, depending on education, experience, and length of employment. The upper half of the salary range represents longevity steps. Benefits include 100% of premiums paid for medical/dental/vision for the employee; spouse and dependent coverage is available to the employee at their cost. Retirement matched up to 3% after six months of employment. Employee benefits include paid sick leave (8 hours per month), annual leave (starting at 8 hours per month and increasing with length of employment), 12 paid holidays per year, and available reimbursement for personal cell phone use up to \$25 per month. The position is full-time, consisting of 40 hours per week; generally, Monday – Friday 8:00 am-4:30 pm with a 30-minute lunch break, though some evening and weekend work will be required. Funding for this position is subject to the continuing availability of federal, state, and local grants and contracts. Additionally, as employees of a government entity, Clark Conservation District employees may qualify for the Public Service Loan Forgiveness Program.

Clark CD is an equal opportunity employer and does not discriminate against any person on the basis of race, religion, color, gender, national origin, ancestry, age, marital status, gender orientation, veteran status, disability, or any other basis prohibited by applicable state, federal, or local laws. We encourage candidates from diverse and historically underrepresented backgrounds to apply to this position.

Location

The position is based in Vancouver within Clark County in beautiful Southwest Washington. Ideally located between Mount St. Helens, the Gifford Pinchot National Forest, the Columbia River Gorge, and the Pacific Coast, Clark County boasts a vast array of activities, scenic landscapes, and historic attractions, all while being within the Portland metropolitan area. From the Clark CD office, it is a 20-minute drive to the Ridgefield Wildlife Refuge, with over 5,300 acres of wetlands, grasslands, forests, and trails, while to the south, 20 minutes brings you to metropolitan downtown Portland, OR. A 45-minute drive finds you at campsites in the Gifford Pinchot National Forest to the east. Filled with diverse activities and outdoor recreation, all within an hour's drive, SW Washington is truly a beautiful and enriching place to live.

To Apply:

For full instructions, visit www.clarkcd.org/employment. Be prepared to submit a PDF packet to the online form that includes the following:

- A resume
- A letter of application addressing how you meet the qualifications of the position.
- Three references with contact information.

Applications are open until the position is filled. Applications will be reviewed initially in mid-February.

Projected Start Date

March 2024

Contact Information

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