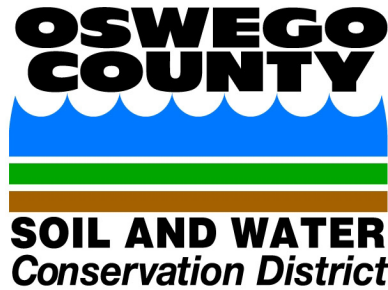


Oswego County Soil and Water
Conservation District
3105 State Route 3
Fulton, NY 13069



Phone: 315-592-9663
Fax: 315-592-9595
Website:
www.oswegocountysoilandwater.org

Environmental Resource Technician

The Oswego County Soil and Water Conservation District (OCSWCD) is accepting applications for an Environmental Resource Technician position located in Fulton, NY. This is a full-time, permanent position associated with a mandatory probationary period. In general, this individual will work with landowners, various groups and municipalities to offer technical assistance and carry out projects in order to address resource concerns with a focus on water quality. Assistance and projects may be associated with stormwater, Best Management Practices (BMPs), ponds, flooding/drainage, erosion and sediment control or other conservation related topics on private lands, municipal properties and farms. This position will include both field and office work, and requires a self-motivated individual interested in career development and growth. The responsibilities are detailed below.

This title has been approved to be filled without the need to take an exam for a limited period through the HELP Program. Candidates appointed permanently to this title will NOT need to take an exam and will remain in their position even when the HELP program ends.

TYPICAL WORK ACTIVITIES:

- Provides technical services to the public and municipalities on a variety of conservation related topics and responsibilities may include general guidance, conservation and project planning, designing Best Management Practices, cost estimating and bidding, contract preparation, inspections and oversight of projects including post-project follow-up;
- Works with the public and municipalities to complete grant projects based on natural resource concerns and priorities;
- Assists with permitting for projects impacted by U.S. Army Corps of Engineers, NYS Department of Environmental Conservation and other regulatory agencies;
- Conducts engineering surveys for the design and installation of soil and water conservation projects, and performs field layout;
- Plans, coordinates and provides educational opportunities for the public, and develops outreach material as necessary;
- Assists in the application and administration of grants as necessary, including all associated tasks such as support research, cost estimates and calculating statistical data for program expansion and development;
- Collects GPS data and other information in the field, prepares GIS maps and assists with data management;

- Assists in the collection of receipts and appropriate documentation needed for calculating payments made to the public, contractors and/or municipalities;
- Assists in preparing and maintaining District records, time logs and reports;
- Assists in the purchasing and maintenance of all District equipment;
- Attends training as requested and obtains certifications as necessary;
- Attends meetings as needed;
- Assists in administration as needed;
- Assists in the operation of all District programs;
- Performs other related duties as required.

KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS REQUIRED:

Preferred Knowledge: Principles and practices of environmental resource conservation; Principles of hydrology and soil erosion; Conservation planning for the application of sound conservation practices; Design and installation of all conservation practices; Rules, regulations and best management practices as they relate to soil and water conservation; Stream and wetland ecology; Wetland plant identification; Wetland delineation; General computer skills (i.e. word processing, presentations, spreadsheets); GIS and GPS systems;

Abilities: Read and interpret topographical maps, aerial photos, engineering designs, and charts/graphs; Follow written and oral instructions; Compile data and generate reports; Good verbal and interpersonal skills; Providing presentations to youth and adults; Working productively in a team format or individually; Attention to detail; Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Education, specialized background, training and experience.

- A. Graduation from a regionally accredited or NYS registered college with a bachelor's degree in conservation, natural resources management, agriculture, hydrology, engineering, forestry, or a closely related field; **OR**
- B. Graduation from a regionally accredited or NYS registered college with an associate's degree in conservation, natural resources management, agriculture, hydrology, engineering, forestry, and two (2) years of experience in natural resources management, soil and water conservation work, or a closely related field; **OR**
- C. An equivalent combination of training and experience defined by the limits of "A" and "B" above.

SPECIAL REQUIREMENT: Possession of a valid New York State driver's license for the operation of District vehicles.

RESIDENCY: No residency requirement for this position.

WORK SCHEDULE: 8 hours per day, 5 days per week. Generally, M-F, 7:30 AM – 4:00 PM, with occasional nights or weekends expected.

ANNUAL SALARY AND BENEFITS: Annual salary will range between \$45,000-\$60,000, based on experience and/or qualifications. Benefits include enrollment in the NYS Retirement System, a generous vacation policy, a buy-back option for vacation leave, sick leave, paid holidays, out-of-pocket medical expense coverage, eligibility for a deferred compensation program, health and dental insurance, and regular training opportunities.

TO APPLY: Send a completed [application](#), resume, cover letter, contact information for 3 professional references, and unofficial transcripts for any degrees listed **by April 9, 2025**. **Incomplete submissions will not be considered.** Submit the required materials to District Manager, Joe Chairvolotti, at joe@oswegoilandwater.com or in person/by mail to:

Oswego County Soil and Water Conservation District
Attn: Joe Chairvolotti
3105 State Route 3
Fulton, NY 13069

Students anticipating graduation in May of 2025 are encouraged to apply. However, the District is unable to hire candidates until they meet the required educational criteria.

This notice and the application are also available at www.oswegocountysoilandwater.org.

AA/EEO Employer