



## Monroe County Soil and Water Conservation District

145 Paul Road, Bldg. 5, Rochester, NY 14624

Phone: (585) 753-7380 • Fax: (585) 753-7374

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### VACANCY ANNOUNCEMENT

**For:** SOIL AND WATER RESOURCE TECHNICIAN

**Location:** Monroe County Soil & Water Conservation District  
145 Paul Road, Building #5, Rochester, NY 14624

#### **Distinguishing Features of the Class:**

This position, located in the Monroe County Soil and Water District, is responsible for providing technical assistance to developers, engineers, municipalities, and landowners regarding erosion control and storm water management to protect and enhance water quality and meet relevant federal, state, and local requirements. Duties include walking through rough construction sites. The employee reports directly to and works under the general supervision of the Executive Director of the Monroe County Soil and Water Conservation District or other higher level staff member.

Does related work as required.

#### **Typical Work Activities:**

(All need not be performed in a given position. Other related activities may be performed although not listed.)

- Reviews development plans for water quality impacts, and offers alternatives;
- Communicates and works with engineers and developers to achieve low impact development;
- Plans and develops coordinated practices for soil erosion control, soil and water conservation, and sound land use;
- Inspects construction sites and ensures proper installation of development plans as related to natural resource issues;
- Acts as a liaison between the New York State Department of Environmental Conservation (DEC) officials, other regulatory agencies, local municipalities, landowners, and contractors;
- Investigates potential District urban/storm water programs, evaluates impact to customers, and develops programs to keep municipalities, developers, engineers, and the public aggressively participating in activities to protect and enhance natural resources and water quality in the County;
- Actively seeks grants to fund related projects, writes grant proposals, and implements associated grant deliverables;
- Provides technical and administrative support to the District relating to such areas as backyard conservation, newsletters, stream bank restoration and design, and the implementation of District programs such as soil interpretation and aerial photos utilizing Geographic Information System (GIS) programs;
- Initiates, implements and presents informational and education programs to promote natural resource management and address the needs of municipal staff, officials, engineers, consultants, youth and landowners on natural resource conservation and storm water runoff issues;
- Produces literature (pamphlets, brochures, publications) for informational and educational programs/presentations utilizing publishing/graphic design computer programs;
- Represents the District on various committees associated with water quality, or other interests of the District;
- Attends professional training, such as the Annual Water Quality Symposium, sponsored training, and local and state workshops.

### **Full Performance Knowledge, Skills, Abilities and Personal Characteristics:**

- Good knowledge of the functions of the District including its mandates and programs;
- Good knowledge of land use impacts on water quality;
- Good knowledge of proper conservation practices;
- Good knowledge of engineering and agronomic techniques as related to storm water runoff;
- Good knowledge of the New York State guidelines and regulations governing soil and water management;
- Good knowledge of environmental conservation and backyard conservation issues;
- Ability to develop and maintain effective working relationships;
- Skill in planning and program development;
- Organizational ability;
- Ability to read and understand development plans;
- Ability to provide training, guidance, and information to others regarding conservation issues, including all age groups and varying levels of experience;
- Ability to obtain information from technical and non-technical persons related to complex water quality issues;
- Ability to make field visits to rough, outdoor construction sites;
- Ability to work in inclement weather;
- Ability to assess, prepare, and maintain records and reports;
- Ability to initiate ideas and identify needs to implement;
- Ability to produce literature (pamphlets, brochures, etc) utilizing publishing/graphic design computer programs;
- Ability to communicate both orally and in writing including grant preparation and presenting information to groups of people;
- Ability to work independently and be self-motivated;
- Good judgment; physical condition commensurate with the demands of the position.

### **Minimum Qualifications:** Graduation from high school or possession of an equivalency diploma, plus EITHER:

- (A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in a natural or renewable resource science such as Natural Resource Science, Natural Resource Management, Forest Health, Forestry, Aquatic Science, Fisheries Science, or Biology, Earth Science, Botany, Physics, Chemistry, Zoology and their subfields, or an environmental science\* such as Environmental Biology, or Agricultural Engineering, Civil Engineering, Environmental Engineering, Forestry Engineering, Bioprocess Engineering, Environmental Resource Engineering, Environmental Interpretation, Soil Science, Agriculture, Biotechnology or Landscape Architecture, or a closely related field plus one (1) year full-time or its part-time equivalent professional\* experience in environmental conservation, or natural resources education, or water quality or storm water management (includes paid and unpaid co-op work experience and college internships); OR,
- (B) Graduation from a regionally accredited or New York State registered college or university with a Master's degree in one of the fields stated in (A) above, plus six (6) months full-time or its part-time equivalent professional\*\* experience as stated in (A) above (includes paid and unpaid co-op work experience and college internships); OR,
- (C) A Certified Professional in Erosion and Sediment Control (CPESC) or possess CPESC-In Training (IT) status\*\*\*; OR,
- (D) An equivalent combination of education and experience as defined by the limits of (A) and (B) above.

\*Environmental Sciences include those degrees dealing with the physical, chemical and biological components of the environment and their effects on organisms, or the effect of human interactions with the environment.

\*\*Professional experience does NOT include clerical or secretarial experience.

\*\*\*must submit copy of CPESC Certificate or documentation of CPESC-IT status at the time of application. Both are issued by CPESC, Inc.

**Preferred Qualifications:** In addition to the qualifications listed above, the following certifications are beneficial to the applicant: Certified Professional in Erosion and Sediment Control, Certified Professional in Stormwater Quality.

**Special Requirements:** Candidates must possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate the ability to meet the transportation needs of the assignment. Must be able to work occasional evenings and/or weekends; must be able to travel overnight occasionally. Personal vehicle use may sometimes be necessary & mileage will be reimbursed according to the most current County government rate. Must be willing to abide by the Personnel Policies of the Monroe County Soil and Water Conservation District.

**Salary & Benefits:** Salary range is \$39,000 to \$42,000 per year based on experience, qualifications and/or certifications, but negotiable to commensurate with experience. Medical/Dental Insurance, vacation and sick leave, holidays, NYS Retirement System, NYS Deferred Compensation Program.

**Note:** All Civil Service Laws, Rules and Regulations apply. Appointment to position is provisional pending certification of eligibility by Civil Service Commission. Incumbent will be required to take, pass and achieve a high enough score to be reachable for permanent appointment from the exam eligible list. Applicant must be a resident of Monroe County, NY at the time of appointment *and* at least for four months at the time of the Civil Service examination.

**To Apply:** Must complete a Monroe County Civil Service Employment Application Form and **mail or email** with letter of interest and contact information for 3 references to:

Kelly Emerick, Executive Director  
Monroe County SWCD  
145 Paul Road, Building #5  
Rochester, NY 14624  
kellyemerick@monroecounty.gov

*Note:* Resume can be submitted in addition to the Monroe County Civil Service (MCCS) Employment Application Form, but *not* in lieu of the MCCS Employment Application Form. The MCCS Employment Application Form can be obtained by visiting [www.monroecounty.gov](http://www.monroecounty.gov) under Online Forms by clicking on the link [Civil Service Employment/Exam Application](#).

All materials must be received by the District office by **4 p.m. on September 7<sup>th</sup>, 2018**.  
*Faxed materials will not be accepted.*

Please visit [www.monroecountyswcd.org](http://www.monroecountyswcd.org) for additional information about the Soil and Water Conservation District and its programs.

Please contact the SWCD office for any questions regarding this position (585) 753-7380

MCSWCD is an Equal Opportunity Employer and offers employment on a nondiscriminatory basis without regard to race, color, national origin, political beliefs, religion, sex, age, marital status, sexual orientation, or disability.