



# NIAGARA COUNTY SOIL & WATER CONSERVATION DISTRICT

4487 Lake Avenue • Lockport, NY 14094

Telephone (716) 434-4949 x4

[www.niagaraswcd.com](http://www.niagaraswcd.com)

Department: Soil and Water Conservation District

Classification: Competitive

## **CONSERVATION DISTRICT ASSISTANT**

### **DISTINGUISHING FEATURES OF THE CLASS:**

This position exists in the Niagara County Soil and Water Conservation District and performs a variety of technical duties to advance the District's programs. This is seasonal work (May to September) that involves responsibility for assisting in a variety of field activities to the District programs. The work is performed under direct supervision of a higher-level technical or professional employee. It is primarily a field position and the selected candidates can expect to spend the majority of their time working outdoors. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

- Assists with invasive species removal efforts including use of manual and chemical (herbicide) methods.
- Conducts surveys to identify locations of invasive species
- Assist with data collection for management activities
- Collects, prepares and maintain records of management activities
- Provide written reports on survey and management efforts
- Assist with education and outreach activities
- Assists with other District programs as required.

### **FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:**

Working knowledge of invasive species; skills in utilizing required field equipment; working knowledge of the environment; skills in identifying invasive species; ability to conduct low-risk, routine environmental assessments and investigations; ability to read maps and drawings; ability to solve arithmetic problems related to environmental inspections; ability to organize and maintain accurate records and files; ability to attend required training courses; ability to understand and follow oral and written instructions; ability to establish and maintain effective working relationships with others; ability and willingness to work primarily outdoors in extreme temperature and inclement weather; ability to lift up to fifty (50) pounds; initiative and resourcefulness; physical condition commensurate with the demands of the job.

### **MINIMUM QUALIFICATIONS:**

Graduation from high school or possession of an equivalency diploma **AND** one of the following:

1. Current enrollment in college; **OR**
2. Graduation with an Associate's Degree.

**NOTE:** Degrees must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education.

**SPECIAL REQUIREMENT:** Possession of a valid NYS drivers license at the time of appointment is required.

**COMPENSATION:** \$19.00/hour and optional participation in NYS Retirement

To apply: Mail or email cover letter, resume, transcripts and three references to:  
Niagara County Soil and Water Conservation District - 4487 Lake Avenue Lockport, NY 14094  
or [katherine.pfeifer@ny.nacdnet.net](mailto:katherine.pfeifer@ny.nacdnet.net)

Applications will be received until April 25, 2024. Please contact Katie at 716-434-4949 ext 4 or [Katherine.pfeifer@ny.nacdnet.net](mailto:Katherine.pfeifer@ny.nacdnet.net) with any questions.