

**Hawaii Association of Conservation Districts (HACD)
Maui Conservation Specialist**

Salary

Starting at \$28,000/year

Application Open Period

Monday, November 14, 2011 to Wednesday, November 30, 2011

Position Information

Full Time - Yearly contracted position

Duty Location

USDA-NRCS Kahului Field Office: 77 Hookele St., Suite 202, Kahului, HI 96732

How to Apply

Postmark resume and transcripts by Wednesday, November 30, 2011 to:
Maui Soil & Water Conservation Districts, c/o 77 Hookele St., Suite 202, Kahului, HI
96732

Or email (maggie.kramp@hi.nacdnet.net) or fax ([808-873-6184](tel:808-873-6184)) your resume and
transcripts no later than Wednesday, November 30, 2011

Summary

Supports the Soil and Water Conservation Districts (SWCD) in their work with
landowners and operators to develop and implement soil and water conservation plans for
farms, ranches, housing developments, public buildings, airports, recreation areas, and
other land uses.

Candidate must also pass security clearance.

Essential Duties and Responsibilities

Applies principles of specialized fields of science such as soil science or agriculture to
achieve objectives of conservation.

Coordinates and supports SWCD Cooperators in developing conservation plans in
accordance with the Natural Resource Conservation Service (NRCS) Field Office
Technical Guide (FOTG) Standards to fulfill requirements of the Hawaii County Grading
Ordinance; and Hawaii Revised Statutes (HRS) Chapter 342 D&E.

Maintains knowledge of state and federal legal requirements and government reporting regulations affecting soil and water conservation functions and ensures policies, procedures and reporting are in compliance.

Prepares soil conservation plans in cooperation with SWCD and other governmental agencies, farmers, foresters, or urban planners to provide for use and treatment of land according to needs and capability including Total Maximum Daily Load Implementation planning.

Coordinates and assists SWCD cooperators and other governmental agencies in carrying out the application of soil conservation and water quality measures.

Coordinates and assists SWCD cooperators as needed: Conducts land surveys, obtains soil samples, coinciding paperwork, and any other field work in preparation of an environmental needs analysis.

Confers and assists the SWCD in the development, coordination, and implementation of the soil conservation and water quality education programs for presentation to the district cooperators, farmers and land owners.

Confers and assists SWCD cooperators and other governmental agencies in developing and implementing Watershed Based Plans (WBPs). Participate in WBP Watershed Advisory Group (WAG) meetings, and provide technical assistance in the development and implementation of WBPs. Submit reports to the State documenting WBP development and implementation and copies of the WAG meeting minutes and sign-in sheets with the corresponding quarterly status report.

Conduct National Pollutant Discharge Elimination System (NPDES) and/or Construction Inspections as requested by the State Clean Water Branch.

Must comply with USDA-NRCS rules and policies pertaining to office, vehicle, equipment and intellectual property use.

Must participate in training programs as provided by USDA-NRCS and HACD.

Report to Maui SWCDs.

Prepares monthly, quarterly, and annual work plans/reports based on the SWCD's current business plans. Prepare and provide a presentation at the HACD Annual Meeting to attendees regarding your activities and accomplishments.

Other duties may be assigned.

Supervisory Responsibilities

This job has no supervisory responsibilities.

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience

Bachelor's degree (B.S.) in agriculture or environmental science from four-year College or university; or one to two years related experience and/or training; or equivalent combination of education and experience.

Computer Skills

Knowledge of Microsoft Word and Excel.

License Required

Type III Driver's License

Language Skills

Ability to read, analyze, and interpret common scientific and technical journals, and legal documents. Ability to respond to common inquiries or complaints from customers, regulatory agencies, or members of the business community. Ability to write articles for publication that conform to prescribed style and format. Ability to effectively present information to top management, public groups, and/or boards of directors.

Mathematical Skills

Ability to apply concepts of basic algebra and geometry.

Reasoning Ability

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.