

Meeteetse Conservation District

JOB ANNOUNCEMENT

Resource Specialist

Application Deadline: Applications will be accepted until the position has been filled.

Location: Meeteetse, Wyoming

Anticipated Start Date: February 20, 2012

Overview:

This position has responsibility for a broad range of Meeteetse Conservation District (MCD) operational activities. This position is an at-will full time wage employee of the MCD.

General responsibilities:

The Resource Specialist (RS) assists the District in planning, organizing, implementing, and reporting on operational activities and may be assigned responsibility for specific projects. The RS assists with or leads rangeland-related activities including range monitoring; assists with MCD's watershed health and water quality monitoring activities; assists District Cooperators in collecting soil or water samples and performs analysis as appropriate; assists with weather reporting activities; participates in educational activities; assists in maintaining the MCD website; and attends all Board meetings. The RS works with local Cooperators, employees and representatives of other Conservation Districts, local governments, County, State and federal agencies, and various other partners.

Essential Duties:

- Cooperator Assistance - Provides technical expertise in addressing the needs of MCD Cooperators, including basic soil analysis. Assist Cooperators in obtaining technical assistance for prescribed burns, planned grazing, conservation plans, irrigation, water rights, and resource management practices in general.
- Education - Works with FFA and other Meeteetse School programs. Participates in developing and presenting community-level workshops and other informational meetings. Assists with publication of the MCD newsletter *Trail News*. Represents the MCD on the Park County Small Acreage Task Force.
- Natural Resource Management and Planning - Provides technical expertise for MCD participation in land and natural resource management planning; assists with MCD resource inventory and database.
- Range - Performs range monitoring, assists with cooperative monitoring, maintains soil moisture monitoring instrumentation and collects data at soil moisture monitoring sites. Assists in field operations related to sage grouse. Prepares analyses and reports, and assists with database management. Transmits data to partners.
- Water Quality - Collects samples and performs monitoring using multi-probe meter, turbidity meter, and other instrumentation as appropriate. Performs analysis for *E. coli* and measures turbidity, pH, conductivity, dissolved oxygen, temperature, and other parameters as appropriate. Enters data into MCD MS Access database and assists with database design and maintenance. Participates as an MCD representative on the Greybull River Watershed Steering Committee.
- Weather - Assists in maintaining weather station and related software; measures precipitation and reports to CoCoRaHS.
- Website - Assists with updates and website design.
- The RS presents a monthly report summarizing work and accomplishments at every monthly Regular Board meeting

Knowledge, skills and abilities:

Understanding of the interrelationships of the physical natural resources.

Ability to communicate well, to compile, analyze, and summarize data in report format utilizing graphs and written text. Ability to work independently with minimal supervision.

A good working knowledge of Microsoft Office Suite, ArcMap, and other computer software or programs used by the MCD; advanced skills for online computer tasks and workstation operation and security.

Ability to properly use and maintain office and field equipment and instrumentation.

Ability to work sitting at a desk and computer terminal, with physical ability to stand and walk for extended periods over rough terrain, lift and move material weighing up to 50 pounds, and to work outdoors in adverse weather and with uncomfortable field site conditions.

Qualifications: At a minimum, a Bachelor of Science Degree in Rangeland Science, Environmental Science, Natural Resources, Earth Sciences, or closely related field. Must have a current driver's license.

Compensation: Hourly wage subject to qualifications, plus leave and health benefits.

To Apply: Send a letter of interest, resume, and three references with contact information by email to mcd@tctwest.net or mail to *Meeteetse Conservation District, PO Box 237, Meeteetse, WY 82433*.