

Henricopolis SWCD Conservation Specialist

Thank you for your interest in the Henricopolis SWCD Conservation Specialist position. In addition to the position description below, detailed job duties as well as the knowledge, skills and abilities needed can be found in documents available at <http://www.henrico.us/manager/boards-commissions/henricopolis/aboutus>.

Position Description

Henricopolis Soil and Water Conservation District (HSWCD), a subdivision of state government responsible under state law for natural resource conservation in Henrico County, seeks a full-time Conservation Specialist. The successful candidate will have primary responsibilities for administering the agricultural BMP Cost-Share program and assisting the District Manager with development/implementation of strategic outreach and conservation programs serving suburban Henrico County. Additionally, this position will handle special projects as assigned, which may include giving public and school presentations. The Board seeks a motivated self-starter to join the District's operations team, an individual who can work independently and collaboratively to identify, develop and implement new conservation strategies within the county's agricultural and suburban communities.

Minimum education and experience requirements include a 4-year degree in a relevant field of study, with courses completed in environmental science, agriculture, or natural resources/conservation. Prefer some relevant work, internship, or volunteer experience in agriculture, natural resources, conservation, environmental management, outreach, or program (or project) management. The successful candidate will have basic knowledge and understanding of theories, principles, concepts and methodologies of soil and water conservation and best management practices (BMP); agricultural and urban land use management; storm water management; risk and environmental assessments; geography, cartography and topography in maps as well as ArcGIS systems; basic knowledge and understanding of applicable local, state and federal conservation and land use regulations; excellent interpersonal and communication skills including verbal, written and public speaking skills; basic accounting skills sufficient to develop and manage programs and outreach efforts within approved budgets and other funding sources. Requires the ability to work a flexible schedule that may include days, evenings, or weekends. Requires a valid driver's license. Background check required.

Hiring range is \$30,000 - \$35,000; starting salary based on experience. A competitive array of State healthcare, retirement and leave benefits is offered.

Candidates must submit an application packet that includes a: 1) completed State application; 2) cover letter. Resumes are welcome but will not be accepted in lieu of a completed State application. Applications that say "see resume" and incomplete applications will not be considered. A fillable State application is available at: <http://www.henrico.us/manager/boards-commissions/henricopolis/aboutus>. Mail completed application packet to: Henricopolis SWCD, Attention Charlie Lively, PO Box 90775, Henrico, VA 23273-0775. Application packets must be submitted by Friday, December 5, 2014.

The Henricopolis Soil and Water Conservation District is an equal opportunity employer.