

**Clearfield County Conservation District**

**6395 Clearfield Woodland Highway, Suite 2 - Clearfield, PA 16830**

Job Description – Conservation Specialist

Erosion and Sedimentation Specialist/Agriculture Conservation Technician

**$35,000 - $40,000 per year depending on experience**

**Responsibilities:** To perform this job successfully, an individual must be able to satisfactorily perform duties within the following programs that include but are not limited to:

1. Chapter 102 Erosion and Sediment Control Program (primary responsibility)
   1. Review and approve Erosion and Sedimentation Control Plans
   2. Review and authorize NPDES (National Pollutant Discharge Elimination System) permits
   3. Provide completeness reviews for PCSM (Post Construction Stormwater Management) Plans
   4. Provide Technical assistance to plan writers regarding E&S plans and NPDES permits
   5. Conduct complaint response and investigations
   6. Conduct project site inspections and prepare written reports and seek voluntary compliance from responsible parties
   7. Participate in outreach activities
2. Chapter 105 Water Obstruction and Encroachment Program (primary responsibility)
   1. Review and authorize water obstruction and encroachment permits (General Permits) and assist DEP and the Army Corp of Engineers with reviews of Joint Permit Applications
   2. Provide technical assistance to plan writers regarding water obstruction and encroachment permits
   3. Conduct complaint response and investigations
   4. Conduct project site inspections and prepare written reports and seek voluntary compliance from responsible parties
   5. Participate in outreach activities
3. Agriculture Conservation Technician Program
   1. Work with the Agriculture Technician on Conservation Planning for farmers
   2. Must be able to provide quality assurance for basic conservation BMP’s (Best Management Projects) with supervision
   3. Assist agricultural producers and landowners in understanding and working towards compliance with environmental rules and regulations

**Required Knowledge, Skills and Abilities:**

* A High School Diploma with experience in the E & S and Agriculture fields, or and Associates Degree in an environmental or agricultural field and experience in the E & S and Agriculture fields, or a Bachelor of Science Degree in an environmental or agricultural field and experience in the field of erosion and sediment control.
* Knowledge of soils, hydrology, land use, geography, ecology, and natural resources
* Knowledge of or ability to learn state regulations, policies, and guidelines as they relate to Chapter 102 Erosion and Sediment Control and Chapter 105 Water Obstruction and Encroachments
* Ability to read and understand construction plans and maps preferred
* Experience in Microsoft Programs and GIS/ArcView
* Must be able to perform routine duties without direct supervision both in an office and field setting
* Must be able to communicate verbally and in writing
* Other duties performed as assigned. The Clearfield County Conservation District (CCCD) reserves the right to add or change the duties of this job description at any time.

**Physical Demands:** This position requires walking and traversing all types of terrain in all weather conditions

**Accountability:** The E&S Specialist reports directly to the District Manager and ultimately to the CCCD Board of Directors

**Additional Requirements:** Possess a valid motor vehicle driver’s license, and maintain a reliable personal vehicle which will be necessary to complete required field work. Mileage will be reimbursed at the applicable state rate.