

**Pennsylvania Association of Conservation Districts (PACD)**

**VACANCY ANNOUNCEMENT  
CONSERVATION TECHNICIAN**

**Position Title:** Conservation Technician

**Number of Positions Available:** 1

**Salary Range:** \$30,000 per year

**Location:** Lebanon, Pennsylvania

**Duties:**

As the Conservation Technician for the Pennsylvania Association of Conservation Districts (PACD) in the South-central Region, the incumbent will provide technical assistance to the Growing Greener program and the Natural Resource Conservation Service (NRCS).

This position will: Provide technical assistance to area partnership Growing Greener personnel and the NRCS in the planning, design and construction of engineering practices; Prepare designs of conservation practices and water quality best management practices, which are site specific and require coordination among various groups and individuals; and Provide engineering assistance in conducting preliminary investigations.

This position works closely with conservation districts, representatives of the state government, various county officials, NRCS, watershed organizations, and landowners.

**Qualifications:**

**Education**

College or technical training preferred. Applicant must, at a minimum, have successfully completed high school.

**Knowledge, Skills and Abilities (KSA)**

Candidate must submit a narrative describing:

- Ability and skills in survey, data collection, topographic map development, CADD and specification writing. (Provide examples of your experience and equipment/software used in survey, CADD design);
- Ability to apply engineering principles and new technologies in order to design and provide construction quality assurance for BMPs in the Growing Greener program. (Provide examples of design work completed, construction oversight, materials testing, etc.); and

- Strong communication skills to discuss and explain BMP practices with stakeholders/partners. (Provide examples of communication education and experience, reports, cost estimates, etc).

Candidate must possess valid PA driver's license.

Candidate must pass a criminal background check.

**Work Schedule:**

This is an at-will, full-time, temporary position - year-by-year position because it is grant funded. However, the program has been in existence for 10 years.

**Conditions of Employment:**

Work is performed indoors and outdoors, often under adverse weather conditions.

**Benefits:**

Benefits include health insurance, 401k retirement plan, and accrued PTO leave. No relocation expenses will be provided.

**How to Apply:**

Candidates must submit the following information to the PACD:

**Education:**

Provide documentation of high school graduation and a transcript of any post-high school college courses and/or evidence of college graduation (list of courses with credit hours, major(s), and grade-point average or class ranking).

**Knowledge, Skills and Abilities (KSA):**

Provide a resume and responses to the three KSA (a, b, and c above).

Candidates must submit a narrative statement with specific responses to the knowledge, skills, and abilities (KSA) in this announcement. Provide no more than one page per KSA. Include experience that gave you the specific knowledge, skill or ability, and evidence of your success (such as accomplishments, awards received, etc.). Describe experience (paid or unpaid), education, training and self-development.

Evidence of the three KSA must be provided. Failure to submit your narrative response to the KSA may negatively affect your eligibility and/or rating for this position.

**Submit Applications to:**

PACD  
25 North Front Street  
Harrisburg PA 17011

Please label envelope: Conservation Technician

You may also e-mail your application to: [jobs@pacd.org](mailto:jobs@pacd.org)

**Deadline for Application:**

All application materials must be received at the office **by 4:30 pm EDT on February 7, 2012.**  
PACD shall not be held responsible for delays in delivery by US Postal Service, Fed Ex etc.  
Application materials will not be returned.