



Jackson Soil & Water Conservation District  
89 Alder Street, Central Point, Oregon 97502  
Telephone: 541 423-6159 FAX: 541 727-7471  
web-site: [www.jswcd.org](http://www.jswcd.org)

## **Job Announcement**

### **Agricultural Resource Conservationist**

#### **General Summary**

This is a full-time (40 hours per week), at-will, exempt position, consisting of the duties of an Agricultural Resource Conservationist (ARC) for the Jackson Soil and Water Conservation District (District) to implement conservation programs in Jackson County, Oregon.

This position provides technical assistance by conducting site visits, and helping landowners and land managers develop plans and, if needed, help secure financial assistance to implement agricultural resource stewardship projects for the ecological and economic benefit of individuals and the community. The ARC must have strong technical capabilities including field and data management skills, the ability to work independently or as a part of a team, and be able to communicate with project team members.

#### **SUPERVISION**

For details see the Position Description on the website at: [jswcd.org](http://jswcd.org)

#### **SUPERVISORY RESPONSIBILITY**

For details see the Position Description on the website at: [jswcd.org](http://jswcd.org)

#### **ESSENTIAL FUNCTIONS/MAJOR DUTIES**

For details see the Position Description on the website at: [jswcd.org](http://jswcd.org)

#### **SECONDARY FUNCTIONS**

For details see the Position Description on the website at: [jswcd.org](http://jswcd.org)

#### **SPECIFIC JOB SKILLS/EDUCATION and/or EXPERIENCE**

For details see the Position Description on the website at: [jswcd.org](http://jswcd.org)

#### **JOB CONDITIONS**

For details see the Position Description on the website at: [jswcd.org](http://jswcd.org)

#### **Civil Rights**

This position will perform in accordance with all applicable state and federal laws for equal employment and other requirements of civil rights statutes.

Jackson SWCD prohibits discrimination in its programs on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital of familial status. (Not all prohibited bases apply to all programs.) Jackson SWCD is an equal opportunity employer.

### **Conditions of Employment**

1. Pass a background test including a drug test.
2. Must serve as incidental motor vehicle operator during daylight hours and after dark. In order to carry out these assigned duties, a valid Oregon driver's license is required. Use of the employee's own vehicle, although not preferred, may be necessary (reimbursement based on current state mileage rates).

### **Working hours and days, rest periods, lunch and paid leave**

All work hours and days, rest periods, lunches, and paid leaves must comply with the District Personnel Policy and Procedure Policy.

### **Benefits**

Pay Grade:	7-9-11
Health Insurance:	Stipend from the District
Retirement:	The District will automatically contribute 3% and will match the employee's contribution, up to a maximum of seven percent (7%), of the employee's gross salary, in retirement benefits.
Leave Time:	Vacation and sick leave commiserate with time in service.

**Starting date** – Negotiable following selection

### **Application Requirements**

1. Cover Letter
2. Resume
3. College transcripts
4. Short description of 3 natural resource stewardship projects, in which you were/are involved
5. Three letters of reference

**Note: Applications must be complete to be considered.**

### **To Apply**

Submit an electronic copy of the above requirements to the District Manager at: [randy.white@jswcd.org](mailto:randy.white@jswcd.org) on or before the end of business on **September 27, 2019.**