

# LITTLE BLUE NATURAL RESOURCES DISTRICT

## JOB DESCRIPTION

JOB TITLE:           **NATURAL RESOURCES TECHNICIAN**  
STATUS:               NON-EXEMPT  
REPORTS TO:         PROJECT MANAGER  
DATE:                 FEBRUARY 1, 2023

**GENERAL RESPONSIBILITIES:** The Natural Resources Technician will assist in carrying out specific water-related and operational programs and projects of the District. The employee will conduct many essential field functions, which are instrumental in bringing services and resource opportunities to the public.

**SPECIFIC RESPONSIBILITIES:**

1. Collect water samples for nitrate monitoring programs.
2. Conduct water flow meter maintenance activities associated with the District's metering program.
3. Conduct chemigation inspections and field spot-checks.
4. Assist with maintenance activities associated with watershed dams, recreation areas, and other district projects as needed.
5. Assist with maintenance activities associated with the District's office, shop, vehicles, and equipment as needed.
6. Assist in the District's tree planting operations.
7. Conduct ultrasonic water meter investigations.
8. Assist with collecting groundwater levels in both dedicated and monitoring wells.
9. On a non-call basis, provide part-time assistance with the operation and maintenance of the Little Blue Public Water Project.
10. Other duties may be assigned at the discretion of the Supervisor.

**KNOWLEDGE AND PERSONAL SKILLS:** Individual skills considered important for this job include, but are not limited to:

1. An ability to work cooperatively and build positive relations with district constituents, other staff, the Board, or other agency and organization personnel.
2. Ability to read, good language and writing skills, effective listening and speaking skills are required for effective communications.

3. Good organizational skills and ability to record activities accurately. Initiative to keep producers and office personnel informed of activities and work schedules.
4. The ability to work independently, plan and organize work, and to make prudent and timely decisions for effective implementation of programs.
5. Ability to perform physical activities and outdoor work as required. Must be able to occasionally lift and/or move up to 75 pounds. Mobility is required in order to conduct field activities and inspections.
6. Have knowledge and ability to operate machinery associated with functions of this position. Have mechanical skills necessary for the maintenance and repairs of farm and light construction equipment.
7. Have good technological skills, including proficiency with the computer and knowledge of spreadsheets and databases.

### **GENERAL QUALIFICATIONS**

**EDUCATION & EXPERIENCE:** An Associate or Bachelor's degree is preferred from an accredited college, university, or technical school with a major in agriculture, conservation, environmental studies, natural resources, or water resources. Relevant experience will be considered in lieu of a degree. An agricultural trade or conservation background is highly desirable.

### **OTHER NECESSARY SKILLS:**

Individual characteristics considered valuable for this position include, but are not limited to: A self-starter with good work habits and dedication to the job; A pleasant and friendly personality; An ability to meet and work cooperatively with people; Good organizational and record-keeping skills; Good communication skills; Ability and desire to learn; Computer proficiency; Good health, a willingness and ability to work in varying field conditions; Ability to carry out technical functions efficiently.

### **CERTIFICATES, LICENSES**

Must have a current driver's license with a good driving record. Must also be able to obtain a Natural Resources Ground Water Technician Certification License within the first 6 months of employment.

### **SALARY AND BENEFITS**

Salary will be based on experience and education. Benefits include retirement, medical, dental, vision, life insurance, long-term disability for employee and family.

**The Little Blue NRD is an equal opportunity employer.**