

# ***JOB VACANCY ANNOUNCEMENT***

## **Private Lands Wildlife Specialist**

### **Emmetsburg, Iowa**

Job not to exceed 1.5 years, potential for renewal

**Application Deadline:** April 6, 2017

**Anticipated Interview Date:** April 18-20, 2017 in Ankeny, Iowa

**Anticipated Start Date:** May 8, 2017

#### **Overview & Job Duties:**

Work in a joint capacity with Conservation Districts of Iowa (CDI), Iowa Department of Natural Resources (DNR), and Natural Resources Conservation Services (NRCS) to promote, accelerate enrollment, coordinate and implement the conservation provisions of the Federal Farm Bill and other related wildlife conservation programs in a four county area. Activities will include program promotion, contract coordination, conservation planning, conservation plan modification, site assessment and reporting. Provide technical assistance for wildlife habitat enhancement techniques to private landowners and public organizations. Attend Iowa DNR Private Lands Program trainings and meetings.

The incumbent will work in the following counties:

- Housed in the Emmetsburg USDA-NRCS office covering Clay, Dickinson, Emmet and Palo Alto Counties.

The incumbent is an employee of Conservation Districts of Iowa and receives supervision from CDI with daily instructions provided by the local USDA-NRCS staff. Work priorities will be determined by the DNR Private Lands Biologist in conjunction with the USDA-NRCS agreement funding the position. Training and support will be provided by the Iowa DNR in particular the Private Lands Biologist and Private Lands Program Coordinator. The incumbent will provide biological/wildlife aspects of all USDA Farm Bill Conservation Programs, IA DNR, IDALS and local programs to private landowners and participants.

#### **Duties:**

- Provide wildlife technical assistance and guidance to private landowners, government agencies, non-government organizations and other special interest groups for USDA Farm Bill Conservation Programs such as CRP, EQIP, IHAP, WRE, USFWS Partners for Fish and Wildlife, and Prairie Partners. The position will receive training on the USDA Farm Bill Conservation Programs, CDI, IDALS, IA DNR and other local and state programs by the Iowa DNR Private Lands Biologists, Private Lands Program Coordinator, and USDA-NRCS staff.
- Develop long-term comprehensive wildlife management plans for private landowners to improve wildlife habitat and wildlife populations and other related conservation needs.
- Assist landowners in the completion of contracts, applications and other required documentation for financial assistance programs requiring biological expertise in cooperation with the listed partners and NRCS District Conservationist.

- Communicates program requirements, completes site visits to determine eligibility, and develops contracts/plans for applicants/participants for the USDA, NRCS Conservation Programs and other local and state programs.
- Assist with conservation practice implementation to improve water quality and reduce soil erosion where such practices also benefit wildlife.
- Develop CRP burn plans and Mid-Contract Management Plans.
- Assist with public information activities as appropriate, including news article writing, workshops, field days, radio, and other activities.
- Complete the DNR Private Lands Program reporting and tracking requirements.
- Receive training with the goal of becoming a USDA-NRCS Certified Conservation Planner.

**Required Knowledge Skills and Abilities:**

- Ability to communicate clearly and effectively with landowners and partner agencies.
- Ability to work independently with little supervision and with diverse clientele.
- Knowledge of wildlife ecology, wetland and grassland management including the ability to utilize various habitat management tools in the development of management plans.
- Knowledge of conservation and wildlife programs provided by federal (i.e. Farm Bill, US Fish and Wildlife Service), state, & local entities. In addition, knowledge of how these programs are implemented in an agricultural landscape is desired.
- Excellent verbal and written communication.
- Proficiency with computer software programs such as Microsoft Office, ArcGIS or USDA Toolkit.
- Strong organizational skills.
- Valid driver's license required.
- Some overnight and evening work required.
- Able to obtain USDA Federal Security Clearance.

**Training and Experience Guideline:** A general qualification guideline for this position is a Bachelor of Science Degree in Wildlife Management or closely related natural resources field and 1 year related field experience in wildlife habitat development and management or providing wildlife technical assistance.

**Starting Salary:** \$18.47/hour, health benefits and retirement package, paid holidays, 2 weeks paid leave.

**To Apply:** Please include your cover letter, resume and three professional references as one PDF file. Send to [admin@cdiowa.org](mailto:admin@cdiowa.org) by 5PM on Thursday, April 6, 2017.

*Conservation Districts of Iowa is an equal opportunity employer.*