

**Washington Soil and Water Conservation District  
JOB VACANCY ANNOUNCEMENT**

**Position Title: Project Coordinator, Washington County**

(Full-time, grant funded position through December 2019)

**Location:** Washington, Iowa

**Contact:** Washington Soil & Water Conservation District (SWCD)  
1621 East Washington Street  
Washington, Iowa 52353  
Phone: (319) 653-6654 ext. 3 Fax: (855) 223-1294

**Hours:** Full-time, 40 hours per week (no overtime). **Number of openings:** (1) One

**Opens:** April 10, 2018

**Closes:** April 24, 2018

**Method of application:** Submit Resume to the Washington SWCD by 4:30 p.m. on April 24, 2018.

**Job Description:** Identify and promote stewardship practices that will engage local producers within the West Fork of Crooked Creek Watershed to improve soil health and water quality. Work with producers/landowners to implement and retain Iowa's Nutrient Reduction Strategy (NRS) practices within the designated project watershed in Keokuk and Washington Counties. Enhance partnerships and identify key roles to help increase education and outreach efforts in order to implement and retain NRS practices within the watershed.

**The successful candidate should:**

Have knowledge of principles, practices, terminology, and techniques of agricultural science related to nutrient management, water quality, and soil conservation. Have knowledge of state, federal, and local environmental laws and regulations. Demonstrate knowledge of the Iowa Nutrient Reduction Strategy. Possess knowledge of Nutrient Management Standards and practices as recommended by Iowa NRCS and Iowa State University. Utilize Geographic Information Systems (GIS). Have the ability to generate computer reports and educational materials. Possess skill in interpersonal relationships i.e., motivation, written and verbal communications with producers and partners to meet their needs in a courteous and cooperative manner. Have familiarity with social media outlets. Display high standards of ethical conduct. Commit to quality of service. Display a high level of initiative and commitment. Work with minimal supervision. Demonstrate responsible behavior and attention to detail. Follow policy and cooperate with supervisors. Market, organize, and conduct public outreach programs to inform watershed landowners and producers of available funding to address their resource management concerns.

**Required Education:** A degree from an accredited college or university with major coursework in an agricultural or environmental science field. However, a two-year degree and/or two years of equivalent experience will also be considered. Coursework in marketing, public relations, and agricultural or environmental science would be beneficial.

**Wage:** Commensurate with experience.

**Job Qualifications:** Applicant should be a detail orientated individual with the ability to work independently and prioritize work schedule. Applicant needs good communication skills, both verbally and in writing. Job will occasionally require walking through rough terrain and/or inclement weather conditions along with carrying equipment. Knowledge of Arc GIS software, engineering equipment, and agricultural practices beneficial. Need to possess a valid driver's license. Successful candidate will need to undergo a Federal background investigation and fingerprint check.

