

JOB DESCRIPTION
AGRICULTURE ENGINEERING/TECHNICAL SPECIALIST LEVEL I
Lancaster County Conservation District

GENERAL STATEMENT OF DUTIES: Conduct technical planning and design assistance to accelerate the installation of best management practices (BMPs) for landowners for the proper storage and application of nutrients on land areas responsible for nonpoint source pollution and to control erosion and the resultant sedimentation. This is a position with responsibilities in Lancaster County. This position is classified as an at-will exempt position and reports to the Agriculture Department Manager.

JOB DUTIES AND RESPONSIBILITIES

A. Primary Responsibilities (Engineering)

1. Provide technical assistance to landowners for the installation of BMPs
2. Provide technical support to county technicians
3. Inventory and evaluate agricultural waste management problems and erosion and sediment control problems and provide verbal and/or written alternatives and cost estimates
4. Develop and/or review agricultural waste management plans and complex erosion and sediment control problems
5. Provide assistance in construction site layout, design and specification interpretation, construction quality assurance, as-built surveys, and preparation of as-built documents
6. Provide technology development and implementation including GPS surveying equipment and computer aided design and drafting
7. Assist District personnel and landowners in determining cost effective methods of nutrient and erosion control that meet or exceed baseline ag compliance requirements.
8. Assist District personnel in preparing bid packages, site showings, bid evaluations, contract awards, and contract modifications
9. Assist in geologic investigations and analysis interpretation to determine site suitability.
10. Assist District personnel in grant administration.

B. Education and Outreach

1. Assist and provide information and training to landowners, private consultants and contractors on cost share programs, and construction specifications
2. Assist with technical training for District staff

C. Training & Certification

1. Obtain/maintain Act 38 Nutrient Management Public Review Certification

2. Attend periodic training to fulfill the Engineering Technical/Specialist professional development plan
3. Attend periodic Chesapeake Bay Program meetings

D. Reports

1. Maintain daily log of activities
2. Assist with grant progress reporting
3. Report to the Ag Program Manager

E. Employment Requirements

1. Valid driver's license
2. Vehicle suitable for work related purposes
3. Ability to traverse rough terrain
4. Must have acquired a 4-year degree in a relevant major
5. Must have 5 years of relevant job experience

DISTRICT ACTIVITIES

1. Attend staff, ag team, and other meetings as requested
2. Serve on District Committees as a volunteer and as assigned
3. Assist with District functions as requested

This job description has been designed to indicate the general nature and level of work performed by employees in this position. It is not intended to contain or to be interpreted as a comprehensive listing of all duties, responsibilities, and qualifications required of employees assigned to this position. This job description is subject to change, but remains in effect until superseded or canceled in writing by the District Manager.

Signed _____ Date _____

Revised 4/10/24