

Conservation Program Technician

Under supervision, assists in the administration and implementation of TCRCDD programs including:

- Regional Water Conservation Program
- Small Parcel Storm Water Pollution Prevention and Land Stewardship Program

Job Related and Desired Qualifications:

Knowledge of;

- Customer Service
- Standard Office Equipment
- Organizing Methods
- Proper Spelling, Grammar, Punctuation, and Writing
- Basic Construction Techniques, including Plumbing

Skills to;

- Locate, compile appropriate data, information, and materials.

Ability to acquire and maintain a working knowledge of;

- Public speaking skills.
- Preparing and maintaining records and reports.
- Establishing and maintaining professional working relationships on behalf of the District

Required Qualifications:

- Strong written and verbal communication abilities.
- Critical thinking skills.
- Must be able to pass a background check/LiveScan or other required verifications.
- Ability to work in field or on uneven surfaces for up to 8 hours in various weather conditions.
- Adept at basic computer software programs (including Word, Excel, Google Apps, etc.)
- Must be able to lift 50 pounds
- Must possess a valid driver's license.
- Minimum High School Diploma or Equivalent.

Position Description

Part time, temporary grant funded position, minimum 20 hours per week.

Primary Objective: Watershed Education and Outreach

Priority Project: Mobile W.A.T.E.R Learning Lab Exhibition

Member will attend and conduct outreach at at least seven scheduled local events including county fairs and farm tours. The W.A.T.E.R Lab includes working demonstrations and information on water use efficiency measures including rainwater catchment, laundry to landscape, bioswales and grey water. Position would include routine maintenance and updates to the Lab.

- Projected Hours: 340

Priority Project: Water Conservation Installations

Working with local schools, member will assist with the installation and site assessment for water conservation measures including rain tanks, grey water systems, rain gardens and storm water catchment systems.

- Projected Hours: 280

Priority Project: Watershed Education

Working with local schools and landowners to provide educational presentations, materials, and curriculum, including teacher seminars.

- Projected Hours: 240

*Other duties as assigned.

- Projected Hours: 100

Interested applicants please submit Cover Letter and Resume to Stephanie Suess, Program Manager (stephanie@tcrccd.org)

Deadline to Apply is Tuesday September 20th, 2016 at 5pm.