

## **POSITION DESCRIPTION**

**MAEAP Technician** (Michigan Agricultural Environmental Assurance Program).

**LOCATION:** Position for Lenawee Conservation District.

**APPLICATION DEADLINE:** July 31, 2017

**STARTING DATE:** Immediately

This is a full-time position, funded through the Michigan Department of Agriculture and Rural Development (MDARD) Great Lakes Restoration Initiative, Western Lake Erie Basin Grant funded from January 1, 2013 through September 30, 2018.

The Lenawee Conservation District a local unit of state government, assisting landowners with the conservation and management of their natural resources. The Michigan Agricultural Environmental Assurance Program (MAEAP) is an innovative, proactive program that helps farms of all sizes and all commodities voluntarily prevent or minimize agricultural pollution risks.

### **POSITION OBJECTIVE:**

To assist with the implementation of MAEAP in Lenawee County through on-farm technical assistance, education, conservation plan development to implement practices, and coordinate local, state and federal agency resources to help agricultural producers reduce identified environmental risks, and make progress toward MAEAP verification.

### **ESSENTIAL FUNCTIONS:**

1. Deliver the Michigan Agricultural Environmental Assurance Program (MAEAP) by:
  - a. Providing on-farm, one-on-one technical assistance, using farm specific risk assessments;
  - b. Conducting education and promotion of MAEAP and ground and surface water protection through the use of displays, newsletters, group presentations, demonstrations, public service announcements, news releases, radio programs and other means;
  - c. Developing conservation or emergency management plans for producers;
  - d. Assisting producers with the implementation of conservation practices;
  - e. Coordinating abandoned well closures;
  - f. Maintaining client confidentiality.
2. Maintain accurate and well-organized records.
3. Provides timely reports and updates to the appropriate Conservation District Board of Directors.
4. Completes and submits regular reports to MDARD.
5. Adheres to grant agreement and guidelines.
6. Completes occasional travel for trainings and meetings.
7. Completes other essential activities as required by MDARD grant agreement.
8. Completes other duties as assigned.

### **QUALIFICATIONS:**

1. Education: A minimum of a Bachelor of Science degree in agriculture, natural resources management, animal, crop, environmental, agronomy, dairy, and/or soil science; or horticulture is required.
2. Experience: A minimum of two years of experience in natural resources or agriculture fieldwork is preferred. Knowledge of and experience working with agricultural producers and practices is preferred.
3. Other:
  - a. Computer skills and experience in Windows Word, PowerPoint, and Excel. GIS experience is helpful.
  - b. Excellent organizational, management, written and verbal communication skills.
  - c. Exhibit social and interpersonal skills.
  - d. Work cooperatively with other District and agency personnel.
  - e. Must be able to work efficiently outdoors in varying conditions and rough terrain; approximately 40% office-related activities and 60% field-related activities.
  - f. Maintain a valid driver's license and personal vehicle for work use.
  - g. Must be able to pass a federal background security check.

**COMPENSATION PACKAGE:**

Salary: \$17.00-\$19.00 hourly, commensurate with education and experience.

Benefits:            Worker's Compensation Insurance coverage  
                          Unemployment Insurance coverage  
                          Mileage reimbursement for business related use of personal vehicle.

**WORKING CONDITIONS:**

Positions are supervised by the District Manager of the appropriate Conservation District.

Employment will require completion of a work agreement and annual performance evaluations.

**Please Send Cover Letter, Resume and List of (3) References to:**

Lenawee County Position  
Lindsay Garrison, District Manager  
Lenawee Conservation District  
1100 Sutton Rd.  
Adrian MI 49221-9377