

## **POSITION DESCRIPTION**

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

**LOCATION:** Sault Ste. Marie, Michigan.

**APPLICATION DEADLINE:** March 10th, 2017 at 4:30pm EST

**STARTING DATE:** Immediately

The Michigan Agriculture Environmental Assurance Program Technician is a full-time position, funded through the Michigan Department of Agriculture and Rural Development (MDARD). The Chippewa Luce Mackinac Conservation District a local unit of state government, assisting landowners with the conservation and management of their natural resources. MAEAP is an innovative, proactive program that helps farms of all sizes and all commodities voluntarily prevent or minimize agricultural pollution risks.

The MAEAP Technician is responsible for delivering on-farm technical assistance in all of Chippewa, Luce, and Mackinac Counties in Michigan. This includes conducting farm-specific risk assessments; coordinating local, state, and federal agency resources to help farmers reduce environmental risks; and assisting farmers in making progress toward MAEAP verification. The MAEAP Technician is also responsible for collaborating with District staff to promote MAEAP and educate diverse audiences on the importance of environmental quality.

#### **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. Maintains accurate and well-organized records.
3. Provides timely reports and updates to the appropriate Conservation District Board of Directors.
4. Completes and submits reports to the MDARD when requested.
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. Provides technical assistance with the Natural Resources Conservation Service (NRCS)
9. 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.
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 per hour, 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:**

Position is supervised by the Executive Director of the Conservation District.

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

**TO APPLY:**

Send cover letter, resume, and a list of (3) professional references to [clmcd@macd.org](mailto:clmcd@macd.org) with subject: "MAEAP Technician Position" or mail to: CLMCD c/o Mike McCarthy, 2847 Ashmun Street Sault Ste. Marie, MI 49783 by 4:30 PM EST on March 10th, 2017.