

**Class Title:** Conservation / Trail Technician

**Bargaining Unit:** Non-Represented

**FLSA Status:** Non-Exempt

**Job Summary:** Under the supervision of the Executive Director and Naturalist/Natural Resource Manager. Incumbent assists all aspects of development, maintenance, and resource management of Winneshiek County parks, trails, wildlife areas, preserves, and programming for Winneshiek County residents and other visitors. This position will also be responsible for land and water trail maintenance and management.

**Major Duties/Performance Measures:**

1. Maintains all land and water trail systems throughout Winneshiek County.
2. Assists in the operation, planning, and development of the Winneshiek County park and trail systems.
3. Assists with all aspects of park maintenance, including grounds, building, minor trail/road repairs, and snow removal.
4. Assists in administrative work developing recreational trails, serving as backup for administrative staff, and related work as apparent or assigned.
5. Performs ground maintenance work including, but not limited to, mowing, cutting brush, hauling gravel and garbage; grading, sanding, and plowing roads; making minor repairs to roads and trails; cleaning shelters, pit toilets, restroom/shower facility, and nature center.
6. Safely operates equipment including trucks, tractors, UTVs, mowers, trimmers, chainsaws, power and hand tools, etc.
7. Assists with monitoring/evaluating County-owned properties to ensure they are safe/well maintained; identifies and recommends the placement of plants, trees, and native vegetation.
8. Assists specialized natural resource projects such as; prescribed fire burns, timber stand improvement, wildlife habitat improvement, fishery habitat, reforestation, prairie rehabilitation, wetland restoration, enhancing trails and public access, implementing erosion control methods, control and removal of invasive species, hazardous material handling and pesticide application.
9. Assists in the management of all forested land in the park system to include proper cutting, pruning, and thinning of trees, ordering seedlings, controlling and directing plantings, and detecting insects or diseases.
10. Monitors application of pesticides, including herbicides, insecticides, and fungicides. Monitors areas for invasive species and implements appropriate eradication and control methods.
11. Provides input into annual operating budget including, but not limited to: securing quotes and development of individual project budgets, researching and recommending potential grant or funding opportunities, and monitoring projects and daily operations for fiscal responsibility throughout the year.
12. Provides supervision of seasonal staff and volunteers including, but not limited to: monitors performance, provides orientation and training, and conducts performance appraisal evaluations.
13. Maintains trail signage inventory and assists with the trail safety program.
14. Assists in preparing, maintaining records/reports, including herbicide application, prescribed fire, ongoing restoration projects, and supply inventories.
15. Assists with public relations activities including, but not limited to: providing information to the general public, making personal appearances at club meetings, and coordinating the efforts of citizen support groups.
16. Assists with park maintenance, resource management and environmental education programming work and related work as apparent or assigned.
17. Performs other duties as necessary and/or assigned.

**Background Requisites:****Education:**

Minimum of a Bachelor's degree with major coursework in conservation, natural resources, or a related natural science field is required.

**Work Experience:**

Minimum of one (1) year practical work experience in the above or a related field.

**Essential Skills:**

- Must possess effective verbal and listening communication skills.
- Ability to establish and evaluate long and short-term goals; advanced knowledge of nature field identification, ecology, conservation principles and practices, and the environment.
- Ability to use discretion and independent judgment in the performance of duties.
- Ability to work independently.
- Ability to identify problems, troubleshoot, and develop practical solutions.
- Ability to obtain and maintain a valid Driver's Class D3 Chauffeur's license and Commercial Driver's License (CDL Class A), within 6 months of hire and possess a satisfactory driving record (verified).
- Required to obtain and maintain an Iowa Department of Agriculture & Land Stewardship Commercial Pesticide Applicator's License within 6 months of hire.
- Required to obtain and maintain S130 and S190 Wildland Fire Certification.
- Ability to utilize effective communication skills in formal and informal presentations on a group and individual basis.
- Ability to learn and operate a wide variety of equipment and tools such as: tractor, dump truck, mowers, trimmers, chainsaw, log splitter within 6 months of hire.
- Capacity to use various hand and carpentry tools.
- Ability to perform strenuous physical work involving climbing, balancing, stooping, kneeling, reaching, lifting 50 lbs. occasionally, and working outside in various weather conditions.
- Ability to utilize a personal computer and basic software such as electronic spreadsheet, word processing, calendar/scheduling programs software. Must possess the necessary computer skills to utilize Microsoft Office. Ability to learn and perform more advanced software tasks to support the Department's mission needs.
- Ability to provide effective supervision of seasonal staff: provide orientation and training, conducting performance appraisals, and monitoring work performance to assist.
- Ability to establish and maintain effective work relationships with co-workers, the general public, and various agencies.
- Ability to exemplify, by his/her actions, the County Conservation Board's mission statement.

**Supplemental Information:**

**Relationships:**

**Reports to:** Executive Director

**Supervises:** Seasonal staff, interns, work study and volunteers

**Works with:** Other Conservation Department and County employees, outside governmental and private agencies, general public and volunteers.

**Physical/Environmental Conditions:**

Work is generally performed about equally indoors and outdoors and requires a considerable amount of physical activity including walking, standing, kneeling, bending, crouching, reaching, stooping and climbing. The incumbent will also be required to maneuver rough terrain on foot, is subject to work in hot, cold, wet, dusty, dirty, noisy, fummy conditions or atmospheres. May be in contact with dust, dirt, chemicals, noise and severe weather conditions (extreme heat, cold, snow, ice, wind, rain, and floods). Exposure to outdoor elements such as mosquitoes, ticks, and various plants, pollens, and fungi. Routine exposure to chemical and biohazard contamination, and high noise levels and hazards associated with operating equipment. Performs physical labor in the conduct of assigned duties. This work requires the regular exertion of up to 25 pounds of force, frequent exertion of up to 50 pounds of force and occasional exertion of up to 100 pounds of force. Work requires interaction with the general public and governmental agencies and may be stressful when meeting deadlines and making abrupt changes in priorities.

**Special Requirements:**

A criminal background check will be required. In the event of a major storm, natural or man-made disaster that may threaten or impact the area, all staff will be required to assist in performance of essential functions as described in the Winneshiek County Emergency Management Plan.

**Hours of Work:**

Generally, 40 hours per week during a seven (7) day period. This position requires non-standard work-week, some evenings, overnight, weekends, holidays, additional hours or to change hours with minimal notice because of operational needs.

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Employee

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Date

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Department Head

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Date