

## **Mecosta Conservation District**

### **Position Description: MAEAP Water Stewardship Technician**

#### **POSITION SUMMARY**

The MAEAP Water Stewardship Technician (MAEAP Technician) furthers the mission of the Mecosta Conservation District (District) through the delivery of the Michigan Agricultural Environmental Assurance Program (MAEAP). The MAEAP Technician is responsible for delivering on-farm technical assistance in Mecosta and Montcalm 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.

#### **RESPONSIBILITIES AND DUTIES**

- Coordinates all aspects of MAEAP and adheres to the Michigan Department of Agriculture and Rural Development (MDARD) grant agreement and guidelines for conducting the program at the local level within Mecosta and Montcalm Counties.
- Maintains accurate records and a well-organized filing system for those records.
- Promotes Farm\*A\*Syst, Crop\*A\*Syst, Livestock\*A\*Syst, and other stewardship practice through displays, newsletters, presentations, demonstrations, public service announcements, news releases, and other means.
- Conducts Farm\*A\*Syst, Crop\*A\*Syst, and Livestock\*A\*Syst assessments.
- Conducts at least one on-farm field day that highlights MAEAP, MAEAP Farmstead System, MAEAP Livestock and/or Cropping System farming practices and qualifies for MAEAP Educational Credit.
- Assists landowners in developing emergency management plans for their farmsteads.
- Assists individuals with verified Right to Farm complaints, to bring them into conformance with Michigan's Generally Accepted Agriculture Management Practices (GAAMPS).
- Works closely with the United States Department of Agriculture-Natural Resources Conservation Service (USDA-NRCS) to provide the technical assistance necessary for producers to access Farm Bill cost-share funds.
- Provides timely monthly reports and updates to MDARD and the District.
- Collaborates with District staff and external partners to promote MAEAP and educate diverse audiences on the importance of environmental quality.
- Supports District programs and activities, as needed.
- Performs other essential activities as required by the MDARD grant agreement.
- Maintains a valid driver's license.

#### **STANDARDS OF PERFORMANCE**

Success is measured by the degree to which:

- MDARD grant requirements are met.
- The number of farms engaged in MAEAP increases.
- The reported level of farmer satisfaction averages good or better.
- Written reports are complete and on time.
- Public awareness of MAEAP and environmental quality increases.

**WORKING CONDITIONS** The primary workplace is in a typical office setting at the Mecosta Conservation District in Big Rapids, MI. The MAEAP Technician will frequently be on farms, which may involve traversing uneven, boggy, and submerged terrain in a wide range of air temperatures and weather. Typical work hours are Monday-Friday 8:00-4:30, including some evenings and weekends. The MAEAP Technician may occasionally be in the vicinity of agriculture crews using hand tools, power equipment, and harvest machinery. Occasional involvement in hands-on field work may be required.

**REQUIRED KNOWLEDGE AND EXPERIENCE:**

A minimum of a Bachelor's Degree in agriculture or natural resource management from an accredited college or university. Has completed training/certification in Farm\*A\*Syst, Crop\*A\*Syst, and Livestock\*A\*Syst. Has working knowledge of the MAEAP Database. Has a Commercial Pesticide License. Has two years' experience in agriculture or natural resource fieldwork. Has experience collaborating on, developing, and delivering education programs to a variety of audiences in diverse settings.

**Skills and Abilities:**

- Strong organizational skills.
- Proficient use of PC and Microsoft Office Suite.
- Working knowledge of GIS mapping programs.
- Excellent verbal and written communication skills.
- Exhibit excellent social and interpersonal skills; relates effectively to diverse clientele and work groups.
- Able to work independently without direct supervision and as part of a team.
- Able to work efficiently outdoors in varying conditions and terrain.

**COMPENSATION** The MAEAP Technician is a full-time, 40 hours/week position. The position is grant-funded and renewed annually. Salary will be dependent on experience. Benefits include paid holidays, and paid time off according to District policies.

**TO APPLY** Submit a cover letter stating your suitability for the position based on knowledge and skills along with a resume and list of references to Mecosta Conservation District by email at [charmaine.lucas@macd.org](mailto:charmaine.lucas@macd.org) or by mail to Charmaine Lucas, District Administrator, Mecosta Conservation District, 18260 Northland Drive, Big Rapids, MI. This posting will remain open until filled. All Mecosta Conservation District programs and services are offered on a nondiscriminatory basis. Mecosta Conservation District is an equal opportunity employer, and will not discriminate in employment, promotions, or compensation with regard to race, color, national origin, religion, sex, age, marital status, sexual orientation, or handicap.