



Saginaw Conservation District

Job Posting: Conservation Technician

POSITION SUMMARY

The Saginaw Conservation District (SCD) is seeking to hire a full-time (40 hours per week) Conservation Technician (CT). The CT specializes in direct technical and administrative assistance to farmers primarily on USDA Natural Resource Conservation Service (NRCS) Farm Bill Programs, specifically the Conservation Stewardship Program (CSP), Conservation Reserve Program (CRP), Wetland Reserve Program (WRP),

and Environmental Quality Incentives Program (EQIP). The Conservation Technician is part of two teams: the Saginaw Conservation District (SCD) and the local NRCS office. The CT will also assist the SCD team with farmer-focused educational and outreach efforts to increase engagement in technical and cost share programs.

RESPONSIBILITIES AND DUTIES

- Provide assistance to potential applicants with understanding eligibility, processes and application for financial assistance through EQIP applications for Conservation Planning and Farm Bill programs.
- Conduct one-on-one on-farm assessments as part of the conservation planning process to identify specific problems and provide technical assistance through designing and implementation of recommended conservation practices to address resource concerns identified.
- Assist the District Conservationist (DC) with the management and implementation of existing Farm Bill contracted Resource Management Systems.
- Offer one-on-one expertise for installation, operation and management of conservation practices.
- Assist in organizing Farm Bill workshops. Prepare and conduct presentations on Farm Bill Programs.
- Complete Conservation Reserve Program (CRP) visits and status reviews.
- Complete all NRCS training necessary to facilitate CSP and EQIP. Make steps toward becoming NRCS "Certified Conservation Planner" Level 1.
- Attend partner and farmer meetings as requested to represent the SCD and farmer programs available. Assist with field days and farmer educational events as requested.
- Build and foster productive relationships with Saginaw county farmers and private landowners.
- Collaborate and support SCD programs and activities to promote programs, events and meetings as necessary to reinforce the importance of sustainable agriculture in the Saginaw-Bay Region.
- Submit a monthly board report and attend occasional monthly board meetings. Assist with SCD annual and long-term planning.
- Other Conservation District duties as requested by the District Administrator.

QUALIFICATIONS

- A bachelor's degree in agriculture, forestry or a natural resources related field is required.
- Two or more years of experience in agriculture, environmental, natural resources or other conservation fieldwork is strongly preferred.
- Preferred candidates will have knowledge of and experience working with agricultural producers and agricultural practices.
- Experience collaborating, developing and delivering agriculture education programs to a variety of audiences in diverse settings is very beneficial.
- Strong social and interpersonal skills. Very strong communication skills - both written and verbal.
- Excellent organizational and time management skills.
- Self-motivated and goal oriented.
- Ability to work outdoors in varying conditions and rough terrain; ability to lift 50 pounds.
- Must maintain a valid driver's license and pass a federal background security check.

COMPENSATION

This position is a full time, 10-month position with expected employment dates from December 2025 to September 2026. Future funding past the initial term will be dependent on continuing grants that are expected to renew. Wages will be commensurate with education and experience and range from \$20 to \$23.50 per hour with potential to increase based on continued training and certifications. Regular work hours are 8:00 AM to 4:30 PM, with some flexibility. These hours consist of field work and office work. Benefits include 11 paid federal holidays, 156 hours paid time off (PTO) per year, \$75/month cell phone stipend, and \$325/month health insurance stipend.

TO APPLY

Interested applicants must submit: a cover letter, resume, unofficial transcripts and two professional references to the District Administrator at saginawcd@gmail.com. Please combine all application materials into one PDF file for review and state "Application-Conservation Technician" in the email subject line. Official transcripts may be requested at the time of an interview. To obtain further information about the SCD visit our website at www.saginawcd.com.

Deadline for receipt of applications: **December 5, 2025**