

# Watershed Agricultural Council

Agriculture ♦ Forestry ♦ Conservation Easements ♦ Economic Viability

33195 State Highway 10, Walton, New York 13856

phone: 607-865-7790

fax: 607-865-4932

nycwatershed.org



## Watershed Agricultural Council Conservation Planner Exempt Employee Position Description

The Watershed Agricultural Council (WAC) Conservation Planner will be responsible for the development of Whole Farm Plans (WFP), maintenance and monitoring of existing WFPs and the implementation of conservation practices within the West of Hudson (WoH) Catskill/Delaware Watershed region of the New York City drinking water supply.

### Education and Experience Requirements:

- Bachelor's Degree in agronomy, environmental science, agriculture, natural resource management or related disciplines (i.e. biological sciences). Substitution of an Associate's Degree in similar field of study and at least two years' relevant field experience will be considered. Examples of relevant experience may include farming, farm management, environmental monitoring or crop advising.
- Agricultural Environmental Management (AEM) Certified Nutrient Management Planner (CNMP) certification preferred. Applicants in the process of receiving this certification may be considered.
- NRCS Conservation Planner certification and CNMP experience highly considered.
- Certified Crop Advisor (CCA) certification.
- Knowledge of USDA Natural Resource Conservation Service conservation practice standards.
- Knowledge of USDA Farm Bill Programs (CREP)
- Knowledge of farming practices on dairy, beef, horse and/or other livestock or crop operations.
- Knowledge of Geographic Information Systems and Arc Map.
- Computer knowledge of Microsoft Word, Excel, and Power Point.
- Knowledge of basic engineering and construction skills used in the design of agricultural buildings and water quality practices.
- Ability to work independently, manage workload effectively, and demonstrate good organizational skills.
- Ability to maintain a professional working relationship within a team setting.
- Must have a valid and current driver's license.

### Duties and Responsibilities:

- Develop and maintain assigned WFP's (new and revised) to support the WAC Watershed Agricultural Program work plan and yearly goals for WAC participants/landowners following established WAC/WAP policies, Guidelines and SOP's.
- Follow the NYS AEM CNMP planning process for development of WAP prioritized WFP's.
- Develop nonstructural Best Management Practice (BMP) procurement packages on farms such as pasture management plans, prescribed grazing plans and fencing systems. Educate landowners on their benefits and fully explain the requirements for their successful

TDD 1-800-662-1220

Watershed protection through partnership.

- implementation, operation and maintenance requirements. Clearly explain design packages and procurement procedures to participants and coordinate project implementation with contractors and producers.
- Provide practical experience in the survey, design and construction inspection and oversight of agricultural Best Management Practices (BMP) including diversion ditches, waterways, crossings, subsurface drain lines, spring developments, barnyard, water exclusions and manure storages.
  - Coordinate with Program participants and engineers to file application for necessary State, Local and Federal permits and obtain signatures as required for implementation of certain Best Management Practices (BMP's) and track the permit review and issuance process.
  - Develop GIS maps using Arc View that denote fields, soil types, water resources and topography to include in management plans.
  - Assist with innovative solutions and designs to solve water quality problems.
  - Complete Annual Status Reviews as assigned.
  - Ability to communicate clearly, both orally and in writing.
  - All other duties as assigned.

**Reporting Relationships:**

- Works under the direct supervision of the Whole Farm Planning Coordinator or his/her designee.
- Works in an interagency team setting to develop whole farm plans and nutrient management plans.