



# Butler Soil and Water Conservation District Natural Resource Tech

**Hourly Salary:** Starting at \$20.00

**Status:** Part-time

**Work Hours:** Monday through Friday, between 8:00 am to 4:30 pm, for a maximum of 28 hours per week per calendar year. This schedule may be modified, increased, or reduced by the District Director for workload, school, conflicts, and/or special needs. Person in this position may also be required to attend night or weekend meetings/events. Lunch is a ½ hour, unpaid.

**Reports To:** Daily supervision is assigned by the District Director. Program specific supervision is received from the District Staff.

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**Duties Include:**

- Administer technical assistance program for District by conducting technical field calls and assisting homeowners and landowners with drainage, erosion, pond, and other natural resource management related issues.
- Assist with natural resource review program by conducting plan reviews for County Subdivision Review Committee on county zone changes, preliminary and final plat approvals, requested township reviews, and as needed for special projects.
- Assist the staff with site investigations, reporting, conservation practice layout, waterway work, engineering surveys, and designs.
- Assist with other District technical programs such as Agricultural Pollution Abatement, Drone, and H2Ohio.
- Assist with watershed work, grant writing, and data analysis.
- Attend various events, meetings and workshops, sometimes outside of normally scheduled hours.
- Assist in various duties and tasks as assigned.

**Skills required:**

- Applicants should possess an Associate Degree or B.S. Degree in an environmental field of study or two years of related work experience in environmental engineering, hydraulics, drafting and/or surveying, natural resources, agriculture, etc.
  - Possess excellent communications skills, written and oral, with an ability to work with a variety of public officials, community partners, homeowners and landowners.
  - Capable of working outdoors in inclement weather conditions, with ability to lift at least 25 lbs.
  - Familiarity with popular computer software programs (including, but not limited to: Microsoft Office Publisher and Excel, ArcGIS) or willingness to learn new applications. Experience working with Geographic Information Systems and ArcView is a plus.
  - Familiarity of natural resources, topographic and watershed mapping, and geomorphology principles is a plus.
  - Ability to obtain an FAA part 107 license.
  - Ability to pass a background check.
  - Valid driver's license.
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**Deadline for application:** March 31, 2023, by 4 pm.

**Mail or Email cover letter, application, resume, and references to:**

Kelly Crout, District Director  
Butler Soil & Water Conservation District  
1802 Princeton Rd. Suite 300, Hamilton, Ohio 45011  
croutka@butlercountyohio.org

**Information:** For application and other information, please visit [www.butlerswcd.org](http://www.butlerswcd.org)