



White County Soil and Water Conservation District

1105 West Main Street
Carmi, Illinois 62821
Phone: (618) 382-2213, Ext. 0140

White County Soil & Water Conservation District Seeking Full-Time Resource Conservationist

The White County Soil & Water Conservation District is seeking a full-time Resource Conservationist. The candidate will preferably have an Associates or Bachelor's degree in agriculture, natural resources, or a related field, with experience in production agriculture preferred. Related field experience will be considered in lieu of a degree. The Resource Conservationist will work directly with landowners, producers, and local organizations to promote and facilitate conservation programs, cost-share, events, and more. This position requires a combination of office and field work. The position is based on a 40-hour work week with occasional evening and weekend meetings, trainings, and special events. The SWCD is co-located in the USDA Service Center with USDA-NRCS and FSA, with office hours Monday through Friday 8 am to 4:30 pm. **The candidate will be required to pass a federal background check.** Salary will be determined by experience, with insurance benefits available.

Basic Skills

Candidate must have the ability to communicate across all levels, possess strong organizational skills, self-motivation to work independently, willingness to accept responsibility, ability to take constructive criticism and possess excellent oral and written communication skills. **Candidate must have great interpersonal skills and the confidence needed to advocate and facilitate conservation practices and programs with local organizations, landowners, and producers.** Computer skills are required, and it is preferred that the candidate have experience with Microsoft Office and Geographic Information Systems (GIS). On-the-job training will be provided, as needed, to receive required conservation planner and engineering certifications.

Duties and Responsibilities

The White County SWCD Resource Conservationist's primary responsibilities may include but are not limited to:

- Provide technical and administrative assistance for SWCD, Illinois Department of Agriculture, USDA Natural Resources Conservation Service (NRCS) and other partner conservation programs.
- Promote and administer federal, state, and local conservation programs, working directly with local landowners, farmers, and organizations.
- Plan and implement environmental and ag-related workshops, field days, webinars, and other events to promote conservation education programs to youth and adults.
- Work with the District Board and Staff to complete daily, quarterly, and annual office tasks such as state reporting, budgeting, District sales, and grant research, writing and reporting.
- Attend monthly Board Meetings and present Board with important District updates.

All interested candidates are asked to send a cover letter and resume with references to the White County Soil & Water Conservation District office (address above) or email Jewel Brooks, Administrative Coordinator, at whitecoswcd@outlook.com. Applications may also be submitted online at [Indeed.com](https://www.indeed.com). For more information, please call Bryan Tomm, Chairman, at 309-267-0628 or Jewel at (618) 382-2213 ext. 0140.

White County SWCD is an equal opportunity employer. All programs and services of the White County SWCD are offered on a nondiscriminatory basis, without regard to race, color, national origin, religion, gender, sexual orientation, age, marital status or handicap.