



**Montcalm Conservation District**  
77 S. State St. Stanton, MI 48888  
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## **Job Posting – Resource Technician**

Are you passionate about agriculture, wildlife and environmental education? Do you enjoy the small office atmosphere, where coworkers develop friendships and share tasks spreading across multiple disciplines? Are you looking for a career that encompasses both in-office and field work? If so, consider joining our team as the new Resource Technician at Montcalm Conservation District (MCD).

Established in 1948, MCD is a local unit of government, whose mission is enhancing Montcalm County's natural resources through conservation education, outreach, and partnerships. From cash crops and livestock to forests and grasslands, MCD services a primarily rural community. Partnering with organizations like the Natural Resources Conservation Service (NRCS), MSU Extension, 4-H, and more, MCD promotes efficient land use, increased soil health, improved water quality and overall positive stewardship of the land.

### **Resource Technician:**

Full-time position, minimum 40 hours/week, \$18 - \$20/hour depending on qualifications. Comprehensive benefit package including paid holidays, sick and annual leave, health insurance reimbursement, MERS retirement program, mileage reimbursement and opportunities for training / skills development. Position requires intermittent time outside of regular office hours. Position is based in the Stanton USDA Service Center reporting to MCD's District Manager and NRCS's District Conservationist.

**This position stands to aid NRCS with Farm Bill work in Montcalm County. The Resource Technician is funded by the National Association of Conservation Districts Technical Assistance Grant with intention for annual grant renewal.**

### **Job Duties:**

- Assist MCD and NRCS staff.
- Aid in the coordination of Farm Bill Programs to support producer conservation needs.
- Assist landowners with Environmental Quality Incentives Program (EQIP), Conservation Stewardship Program (CSP), and conservation technical assistance.
- Provide in-field examination and evaluations.
- Maintain accurate and organized record system.
- Organize natural resource related projects, events and workshops.
- Participate in grant reporting / writing.
- Attend board / committee meetings.

### **Qualifications:**

- Bachelor's Degree in Agriculture, Natural Resources, Environmental Science or related studies preferred. Pertinent experience may be considered in lieu of degree.
- Experience working in agriculture, forestry or other natural management preferred.
- Knowledge of agriculture, forestry, wildlife habitat and natural resource programs, issues and policies preferred.
- Competence in MS Office and mapping programs.
- Ability to read various types of maps and navigate through properties accordingly.
- Ability to interpret printed materials and governmental policies for clients.
- Ability to efficiently work outdoors (in varying conditions / rough terrain) and lift 30 lbs.
- Must have valid driver's license. Use of a personal vehicle may be required.
- Must pass federal background check.

**Additional Skills:**

- Project Coordination
- Public Speaking
- Communication: Written and Verbal
- Customer Service and Professionalism

**How to Apply:**

Submit cover letter, resume and references in a single PDF to: [montcalmcd@macd.org](mailto:montcalmcd@macd.org) with subject line: "Resource Technician Application." Submission Deadline: 11:59 p.m., Monday, February 17, 2025; position open until filled.

*Montcalm Conservation District is an equal opportunity employer and program provider.*