

UPPER ELKHORN NATURAL RESOURCES DISTRICT
JOB DESCRIPTION
AGRONOMY RESOURCE TECHNICIAN

TITLE:

Agronomy Resource Technician

POSITION LOCATION:

Upper Elkhorn NRD office at 301 North Harrison O'Neill, Nebraska.

SUPERVISOR:

The position is an employee of the Upper Elkhorn Natural Resources District and is responsible to and under the primary supervision of the Water Resources Manager. In addition, other duties may be assigned at the discretion of the General Manager or UENRD Board of Directors. This position will work with all cooperating agencies, organizations, associations, and the general public in carrying out the functions of the UENRD.

EMPLOYMENT STATUS & BENEFITS:

The position is a full time position. Normal working hours will be from 8 AM to 4:30 PM Monday through Friday with a one (1/2) hour period for lunch. However, variations in work hours will be common due to meetings and field work activity. The Agronomy Resource Technician is eligible for all benefits allowed full or regular part-time employees. Overtime, Annual Leave, Sick Leave, Holidays, and other benefits will be granted in accordance with the NRD's personnel policy.

SALARY:

Salary wage will be set on a per year basis by the District's Board of Directors. Salary adjustments will be made on a periodic basis at the discretion of the board, usually near the beginning of the NRD's fiscal year which begins July 1st. Wages are paid at the end of each month.

GENERAL DUTIES AND RESPONSIBILITIES:

Job responsibilities are to carry out duties associated with the implementation of the Groundwater Management Plan Rules & Regulations and other duties associated with District functions. This position will provide technical/compilation support on data collection related to nitrate nitrogen. Other duties include providing coordination of education programs and future demonstration projects targeted at farmers, ranchers, and others involved with crop production or nitrogen fertilizer. Job responsibilities include performing a complete range of outdoor field work and office duties with limited supervision according to established office policies and procedures. Work encompasses a variety of technical and educational duties as well as accurate record keeping. Individual will be required to exercise judgement, courtesy, and tact in dealing with the public.

Buildings, Equipment, and Ground Maintenance Responsibilities:

- A. Takes proper care of all office and field equipment and assists in maintaining an attractive, safe office and shop environment.
- B. Conduct routine inspections, maintenance, and repairs on District equipment, buildings and district owned property.
- C. Perform snow removal and grounds maintenance as needed.

SPECIFIC DUTIES:

Included but not limited to the following: working with producers on a one-on-one basis as it relates to nitrogen management. Assist in collecting data, collecting/compiling soil and water samples, reading flowmeters, static water levels, chemigation activities, assisting and conducting education programs, presenting data in a meeting setting, general correspondence with producers, etc. Assist in other seasonal district operations. Perform other related duties as assigned.

EXPERIENCE, EDUCATION, AND SKILLS REQUIRED:

Bachelor of Science Degree in Agriculture/Agronomy, Natural Resources or equivalent.

Experience working with various crops as it relates to fertilizer and irrigation management, on farm demonstrations, and conducting adult educational programs.

Extensive experience may be accepted in lieu of formal education.

Must have excellent interpersonal skills, ability to work with a diverse farming population, and good oral and written communication skills. Must be able to operate computer and audio/visual equipment, collect soil samples, and work with irrigation equipment and technology associated with such.

Familiarity or ability to learn the following computer programs:

- A. ArcGIS version 10.1 or higher: (ArcView, ArcMap, Spatial Analyst, 3-d Analyst, Geostatistical & Image Analyst)
- B. Microsoft Office: (Excel, Access, Power Point, Outlook, and FTP)
- C. In-Situ Minitroll, Level Troll 500 transducers, and Rugged Reader
- D. Win-Situ 5
- E. Specware Rain Gage Data Loggers
- F. Garmin MapSource and GPS units
- G. Misc. data logger software.

Will be required to possess or obtain the following licenses or certificates:

- A. Pesticide Private Applicator
- B. Chemigation Applicator
- C. Water Well Monitoring Technician/Natural Resources Groundwater Technician
- D. Valid Driver's License

Individual must be bondable and insurable.

DESIRABLE CHARACTERISTICS:

Individual skills and characteristics to be considered should include but not be limited to the following:

- A. Ability to be a team player, meet and work with diverse group of people.
- B. Desire to bring about actual accomplishments as quickly as possible.
- C. Enthusiasm and desire to continually improve in all areas of the job.
- D. Sufficient leadership and management skills to direct full or part-time field staff and perform duties required of this position.
- E. Ability to lift/move up to 75lbs, more on occasion.

The UENRD is an Equal Opportunity Employer.