



Soil and Water Conservation District  
5 Park Lane  
Highland, New York 12528  
(845) 883-7162

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## **DISTRICT TECHNICIAN /SOIL AND WATER CONSERVATION DISTRICT**

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves the performance of a variety of specialized technical duties as they relate to good conservation practices concerning soil and water resources on public and private lands. The incumbent performs GPS-GIS mapping, stream flow geomorphic assessments, minor agricultural engineering design and construction inspection, the suitability assessment for pond construction and conservation education outreach programs. The incumbent works closely with a diverse group of agencies, constituents, and municipalities. The District Technician also works with the technical and administrative representatives of cooperating agencies to assure the proper implementation of District programs. The position requires extensive physical activity in an outdoor setting. Work is performed under the general supervision of the District Executive Director with leeway allowed for exercising independent judgement in carrying out the details of the work. Does other related work as required.

**TYPICAL WORK ACTIVITIES:** The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.

Provides technical assistance to individual landowners, groups and units of government in the form of site evaluations, GPS-GIS mapping and surveys, designs, construction inspection, and all other relevant areas;

Provides assistance and documentation for the application of good soil and water conservation practices and programs as they relate to drainage, pollution, erosion, stream/bank and shoreline stabilization, and sediment control issues;

Conducts pond site assessments as assigned, evaluating test pits to determine site suitability, and provides information on the management of new and existing ponds;

Assistance with the District Stream Corridor Assessment and Stabilization Program under the direction of the District Executive Director;

Conducts ongoing inventory of stream bank stability indicators, identifying problem areas, collecting and updating GIS data, evaluating collected data, and making preliminary recommendations for remediation;

Performs stressed stream analysis sampling in area streams, waterways and drainage ditches, and assists with designs of sediment and erosion control plans;

Assists with the implementation of water quality improvement projects and other special grant programs, as required by the District Executive Director;

Collects data, prepares surveys, maps potential conservation projects, and prepares technical reports, program sign-up and mailings, to meet special grant criteria;

Participates and assists with all established District programs, such as the seedling, pond stocking, and agricultural assessment programs;

Coordinates with the District Executive Director to facilitate projects and programs with federal, state, county and local agencies assisting the Ulster County Soil and Water Conservation District;

Assists with public outreach and conducts conservation education and training sessions for individuals, local interest groups and cooperating agencies as required by District Executive Director;

Provides written articles and layout assistance for the District newsletter;

Attends and participates in various meetings or training sessions ;

Assist in the maintenance of all District equipment;

Analyzes collected data, timesheets and work reports, prepares and submits narrative and statistical reports to District Executive for budget and grant writing purposes.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Good knowledge of the physical and geographic landscape of Ulster County; good knowledge of the principles, practices, techniques and programs used in environmental and natural resources planning and conservation management; working knowledge of the methods of collection and interpretation of data; working knowledge of geographic information systems; skill in the use of various hand and power tools (such as saws, pruning clippers, soil augers); ability to prepare and present oral and written reports, charts, maps and graphs; ability to present ideas clearly and effectively; ability to supervise the work of others; ability to operate a motor vehicle; initiative; good judgment; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Either:

A. Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree in Environmental Studies, Environmental Engineering, Natural Resources Management, Natural Science, Agricultural Science, Hydrology, Forestry or a related field; **OR**

B. Graduation from a regionally accredited or New York State registered college or university with an Associate's Degree in Environmental Studies, Environmental Engineering, Natural Resources Management, Natural Science, Agricultural Science, Hydrology, Forestry or related

field and two (2) years of full-time paid work experience in environmental planning, environmental management or similar experience: **OR**

C. Graduation from high school or possession of a high school equivalency diploma and six (6) years of full-time paid work experience in environmental planning, environmental management or similar experience.

D. An equivalent combination of training and experience as defined by the limits of A, B and C above. Internships and voluntary time with Conservation Districts will also be strongly considered.

**SPECIAL REQUIREMENT:**

Possession of a New York State Driver's License appropriate to the vehicle operated throughout employment.

**RECOMMENDED/PREFERRED CERTIFICATIONS**

Candidates that are already a *Certified Professional in Erosion and Sediment Control* (CPESC) and/or a *Certified Crop Advisor* (CCA) will have stronger consideration for employment with the Ulster County Soil and Water Conservation District. The District Technician is encouraged to obtain at least one of these certifications, based on the needs of the agency.

**SALARY RANGE:** \$50,000-\$60,000/year, medical/dental/vision, NYS Retirement, NYS Deferred Compensation, vacation time and sick leave. Additional compensation will be based on education and experience.

**JOB DETAILS:**

This is a provisional full-time appointment (40 hrs/week). Incumbent will need to take a civil service exam, pass and be reachable on the certified list to be permanently appointed. **The application deadline is May 29, 2026 and the provisional position fill date is June 29, 2026.**

Please send a cover letter and resume to Jake Wedemeyer at [jake.wedemeyer@ny.nacdnet.net](mailto:jake.wedemeyer@ny.nacdnet.net) or by mail at Ulster County SWCD, attention Jake Wedemeyer, 5 Park Lane, Highland, NY 12528.

ULSTER COUNTY  
2740 DIST TECH  
Classification: Competitive  
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Adopted: November 6, 2002