



PEOPLE • CONSERVATION • RESOURCES

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VACANCY ANNOUNCEMENT

Soil Conservation Coordinator – Erosion & Sediment Control and Dirt & Gravel Roads

The Schuylkill Conservation District is seeking qualified candidates for a Soil Conservation Coordinator position. This position will administer the District's Erosion and Sedimentation Control and NPDES Permit Programs; as well as the Dirt, Gravel and Low Volume Road Program; and assist with other District programs, as needed. The position requires a 40-hour workweek.

The individual chosen for this position is responsible for fulfilling the District's obligations under the Chapter 102 Delegation Agreement with PA Department of Environmental Protection, as well as obligations under the Dirt, Gravel and Low Volume Road Program Contract with PA State Conservation Commission.

Duties include, but are not limited to: tracking plan submissions and coordinating review schedules with technicians; review of Erosion and Sediment Pollution Control (E&S) Plans & NPDES Permit applications; coordinate, perform, and track inspections of project sites to determine compliance with permits and programs; assist landowners with E&S concerns; coordinate and respond to E&S complaints; initiate voluntary compliance; understand and interpret pertinent E&S regulations to the local agricultural and nonagricultural communities; identifying and implementing Dirt, Gravel and Low Volume Road projects; maintaining files and preparing quarterly reports; assisting with other District related programs, education and training activities.

QUALIFICATIONS: Any combination of experience that results in possessing the knowledge, skills, abilities and competencies required by the position. For example, two or more years of erosion control or permitting work. Or, an Associates/ Bachelor's degree in Biology, Conservation, Environmental Science, Geology, Chemistry, Resource Management, or any other related field.

Must be computer literate with Microsoft Office and GIS software, possess a valid driver's license, ability to communicate effectively both verbally and in writing, ability to work independently and traverse difficult terrain.

Salary based on experience and competitive benefit package available.

Interested candidates should submit a **cover letter and resume by email to Jenna St. Clair, District Manager, at jstclair@schuylkillcountypa.gov.**

The Schuylkill Conservation District protects and restores the county's natural resources through education, cooperation, guidance, and technical assistance that promotes wise stewardship, responsible development, and sustainability.