

Eaton Conservation District

Job Posting: Michigan Agriculture Environmental Assurance Program (MAEAP) Technician

The Eaton Conservation District (ECD) is seeking to hire a full-time (40 hours per week) MAEAP Technician. The MAEAP Technician furthers the mission of the ECD through the administration of the Michigan Agricultural Environmental Assurance Program (MAEAP). An innovative, proactive program that helps farms of all sizes and all commodities voluntarily prevent and minimize agriculture pollution risk. This position will administer MAEAP in Eaton and Ingham Counties and is responsible for delivering on-farm technical assistance including risk-assessments, coordination of local, state, and federal resources to help reduce environmental risks, and assist producers in making progress toward MAEAP verification.

RESPONSIBILITIES AND DUTIES:

- Coordinate all aspects of MAEAP in Eaton and Ingham Counties and be fully familiar with, and adhere to, the Michigan Department of Agriculture and Rural Development (MDARD) grant agreement and guidelines for conducting the program at a local level.
- Provide on-farm, one-on-one technical assistance, using farm specific risk assessments.
- Develop conservation and emergency management plans with producers.
- Conduct at least one field day annually that highlights MAEAP and qualifies for MAEAP educational credit.
- Assist producers in responding to Right to Farm complaints, to bring them into conformance with Michigan's Generally Accepted Agriculture Management practices (GAAMPS).
- Maintain accurate and well-organized records.
- Work closely with the United States Department of Agriculture-Natural Resources Conservation Service (USDA-NRCS) to provide the technical assistance necessary for producers to access Farm Bill cost share funds.
- Collaborate with ECD staff and external partners to promote MAEAP and educate diverse audiences on the importance of resource protection in Eaton and Ingham Counties.
- Maintain client confidentiality.
- Assist producers in learning about and in the implementation of conservation practices through displays and booths, newsletter articles, group presentations, demonstrations, public service announcements, news releases, radio programs, social media, and other means.
- Provide timely reports and updates to MDARD and the Board of Directors.
- Support Conservation District programs and activities as needed.
- Perform other essential activities as required by the MDARD grant agreement.

Other Functions:

- Assist Conservation District with programs and events such as annual meeting, newsletters, tree sale, walk-in customers, answering telephones, general office upkeep and other duties as assigned by the Executive Director or Board of Directors.
- Prepare news articles of local interest and about general conservation subjects including notices of upcoming events, demonstrations, and workshops on several platforms including newspaper, Facebook, twitter, and Instagram.

WORKING LOCATION AND CONDITIONS:

The primary workplace is at the USDA Service Center, 551 Courthouse Dr., Charlotte, Eaton County, Michigan. The ECD office is co-located with NRCS and this strong organizational relationship generates a fun, charismatic and busy workplace. The MAEAP Technician will frequently travel to farms and must be able and willing to work outdoors in varying conditions and terrain. Schedule will typically be Monday through Friday, 8:00AM-4:30PM, but events and client schedules may require flexibility, including the occasional need to work evenings or weekends, and overnights for training. The ability to maintain a valid driver's license and safe driving record is expected. The candidate's personnel vehicle will be used for field visits and district events if a district vehicle is not available. The selected candidate must pass a federal background check.

Qualifications:

- A minimum of a Bachelor of Science Degree in agriculture; natural resources management; agronomy; horticulture; animal; crop; environmental; or soil science or a related degree program from an accredited college or university is required.
- Knowledge of and experience in agriculture or natural resource fieldwork is preferred.
- Knowledge of and experience working with agricultural producers and practices is preferred.
- Experience collaborating on, developing, and delivering agriculture education programs to a variety of audiences in diverse settings is preferred.

Skills and Abilities:

- Excellent work ethic
- A passion for conservation agriculture and natural resources.
- Excellent organizational, written and verbal communication skills, including public speaking.
- Knowledge of ArcGIS and/or other mapping software.
- Working knowledge of databases and computer networks.
- Able to work independently of direct supervision and as part of a team.
- Exhibit excellent social and interpersonal skills: relate effectively to diverse clientele and work groups.

Compensation:

- Salary is based on qualifications and will start at \$18-20 per hour. Benefits include paid federal holidays, vacation and sick leave allotment and access to the District's Flex Plan which includes access to an optional retirement savings plan with matching employer contribution.
- A \$35/month stipend for personal phone use.
- Personal vehicle use will be reimbursed at the IRS mileage rate.

To Apply:

- Position is open until filled. Provide a cover letter, resume, and three references by **Friday, November 19, 2021 4:30 pm**. Application packets should be directed to Sue Spagnuolo, Eaton Conservation District Executive Director, by email at eatoncd@macd.org. Please list "MAEAP Technician application" in the subject line. Any questions pertaining to the position may also be directed to Sue Spagnuolo via email or by calling (517) 543-1512 ext. 5.
- Preferred start date is mid December 2021.