

May 16, 2024

## Natural Resource Specialist – JOB POSTING

Eastern Connecticut Conservation District, Inc. (ECCD) is seeking an engaging and dynamic professional to build upon and strengthen ECCD's team within ECCD's service area. Serving 36 municipalities in eastern Connecticut, ECCD is at the forefront of protecting natural resources in eastern Connecticut, particularly the region's water resources.

The successful candidate will be passionate about the environment and protecting natural resources. The successful candidate will have the enthusiasm, experience and skills necessary to work collaboratively with ECCD staff and project partners to preserve our natural resources. They will have an engaging personality and the ability to communicate effectively with all people.

This is a full-time, 40-hour per week position with a variable schedule that at times will require evening and weekend work. As a representative of ECCD, this position requires working throughout eastern CT. Salary is commensurate with experience; benefits include paid vacation and sick time, as well as the opportunity to establish an Individual Retirement Account to which ECCD will contribute.

The successful candidate will have a proven record of accomplishment and experience in the field of natural resources and will have a positive attitude and approach to promoting ECCD's mission. For more information about ECCD visit our website ([www.conservect.org/eastern](http://www.conservect.org/eastern)). They will be an adaptable problem-solver who is able to work independently as well as part of a team. The successful candidate will have strong interpersonal skills and excellent communication skills. They will be detail-oriented, accurate and discreet in dealing with confidential information. They will have the demonstrated ability to plan and manage multiple projects at the same time.

The Natural Resource Specialist performs a wide range of duties ranging from developing conservation projects to physical activities in the field. The Natural Resource Specialist conducts research, coordinates projects, compiles data, creates written reports and proficiently uses a variety of computer and social media applications. The Natural Resource Specialist must be dependable, organized, personable and self-motivated, and always represent the District in a positive manner. The Natural Resource Specialist must possess a well-rounded background in the field of natural resource conservation and must also be able to perform the physical duties required by natural resource conservation field projects.

### **Specific Duties of the Natural Resource Specialist:**

1. Work under the direction of the ECCD Board of Directors and the District Director/Executive Director, providing timely and professional responses to requests and instructions. Assist the Board of Directors in the execution of its duties.
2. Provide natural resource related technical assistance to agricultural producers, landowners and citizens of the District.

3. Provide technical assistance to towns, including site plan reviews for conformance with current Erosion & Sediment Guidelines and other applicable standards.
4. Plan and implement natural resource conservation projects, educational programs and workshops as directed.
5. Assist the District Director/Executive Director and Board of Directors in researching grant opportunities; prepare and submit grant proposals, and implement grant projects, as directed.
6. Serve as a team member of the RC&D Environmental Review Team as directed by the Board of Directors.
7. Participate in the preparation of a monthly project/activity status report for the Board of Directors meetings.
8. Maintain strong working relationships with NRCS, FSA, Connecticut DEEP, and other organizations and agencies that interact with ECCD, through cooperation and collaboration.
9. Attend and actively participate in a wide variety of meetings as directed, establishing and maintaining productive relationships with various groups and individuals.
10. Speak before groups when acting as an instructor at a workshop, or as the District's representative.
11. Seek and obtain funding from new sources as directed.
12. Be available to work evenings and weekends as reasonably required by the position and directed by the District Director/Executive Director or the Board of Directors.
13. Conduct other duties as assigned by the executive director or the board of directors.
14. Fluency in Spanish or other languages is desirable.

**To apply:**

Please provide a cover letter, resume, three references and your salary requirements by email to Dan.Mullins@comcast.net by June 7, 2024. If you have any questions, please email Dan.Mullins@comcast.net. No phone calls please.

The staff and Board of Directors of Eastern Connecticut Conservation are committed to protecting and preserving our natural resources, securing clean water for all

Eastern Connecticut Conservation District, Inc. is an equal-opportunity employer and does not discriminate based on age, ancestry, color, creed, disability, gender, gender-related identity, marital status, national origin, race, religion, sexual orientation, veteran, or any other status protected under local, state, or federal law.