

Position Description: MAEAP Technician

POSITION SUMMARY

The MAEAP Technician furthers the mission of the Huron Conservation District through the administration of the Michigan Agricultural Environmental Assurance Program (MAEAP).

The MAEAP

Technician is responsible for delivering on-farm technical assistance in Huron County. This includes conducting farm-specific risk assessments; coordinating local, state, and federal agency resources to help farmers reduce environmental risks; and assisting farmers in making progress toward MAEAP verification. The MAEAP Technician is also responsible for collaborating with Conservation District staff to promote MAEAP and educate diverse audiences on the importance of sustainable agriculture in Huron County.

RESPONSIBILITIES AND DUTIES

- Reports to the District Manager of Huron Conservation District.
- Coordinate all aspects of MAEAP in Huron County 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.
- Maintain accurate records and a well-organized filing system for those records.
- Promote Farm*A*Syst, Crop*A*Syst, Livestock*A*Syst, Clean Sweep, pesticide container recycling, equipment calibration, and other stewardship practices through displays, newsletters, group presentations, demonstrations, public service announcements, news releases, radio programs, and other means.
- Conduct Farm*A*Syst, Crop*A*Syst, and Livestock*A*Syst assessments.
- Conduct at least one on-farm field day that highlights MAEAP, MAEAP Farmstead System, MAEAP Livestock and/or Cropping System farming practices and qualifies for MAEAP Educational Credit.
- Assist landowners in developing emergency management plans for their farmsteads.
- Assist individuals with verified Right to Farm complaints, to bring them into conformance with Michigan's Generally Accepted Agriculture Management Practices (GAAMPS).
- 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.
- Provide timely monthly reports and updates to MDARD and the Huron Conservation District Board of Directors.
- Collaborate with Conservation District staff and external partners to promote MAEAP and educate diverse audiences on the importance of sustainable agriculture in Huron County.

- Support Conservation District programs activities, as needed.
- Perform other essential activities as required by the MDARD grant agreement.

STANDARDS OF PERFORMANCE

Success is measured by the degree to which:

- MDARD grant requirements are met.
- The number of farms engaged in MAEAP increases.
- The reported level of farmer satisfaction averages good or better.
- Written reports are complete and on time.
- Public awareness of the MAEAP program increases along with awareness of the importance of sustainable agriculture.
- Local and regional agricultural initiatives benefit from the contributions and leadership of the MAEAP technician.

WORKING CONDITIONS

- The primary work-place is in a typical office setting at the Huron Conservation District in Bad Axe, MI. The MAEAP Technician will frequently be on farms, which may involve traversing uneven, boggy, and submerged terrain in a wide range of air temperatures and weather. The MAEAP Technician may occasionally be in the vicinity of agriculture crews using hand tools, power equipment, and harvest machinery. Occasional involvement in hands-on field work may be required.

TRAINING & EMPLOYEE DEVELOPMENT

- Technician shall participate in all required training sessions as determined by the Michigan Department of Agriculture and Rural Development (MDARD) and NRCS.
- Technician will prepare or update an Employee Development Plan (EDP) which outlines trainings, conferences or meeting which staff will attend to increase their individual knowledge and skill base, this should be completed in collaboration with MDARD and NRCS.

REQUIRED KNOWLEDGE AND EXPERIENCE

Formal Education

- A minimum of a Bachelor's Degree in agriculture or natural resource management from an accredited college or university.

Related Work Experience

- Minimum of two years of 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.

Skills and Abilities

- Strong organizational skills.
- Proficient use of PC and Microsoft Office Suite.
- Working knowledge of ArcMap.
- Excellent verbal and written communication skills in the English language.
- Exhibit excellent social and interpersonal skills; relates effectively to diverse clientele and work groups.
- Able to work independently of direct supervision and as part of a team.
- Able to work efficiently outdoors in varying conditions and terrain.
- Able to lift and handle materials up to 50 pounds without assistance.
- Able to work flexible hours, including some evenings and weekends.
- Maintain a valid driver's license.

COMPENSATION

The MAEAP Technician is a full time, 40 hours/week. Salary will be dependent on experience, \$18.00/\$20.00 an hour. Benefits include paid holidays and vacation according to District policies.

TO APPLY

Please email cover letter stating your suitability for the position based on knowledge and skills, along with a resume, and list of references to the Huron Conservation District at katie.volmering@mi.nacdn.net or mail to: Huron Conservation District, 1460 S. Van Dyke, Bad Axe, MI 48413

Applications must be received no later than 4:00pm EDT Friday, January 19th.

The Huron Conservation District is an equal opportunity employer and will not discriminate

in employment, promotions, or compensation on the basis of races, sex, color, religion, national origin or ancestry, age, marital status, handicap, or veteran status.