

Cherokee County Job Description

Position Title: **Natural Resource Manager**
Department: Conservation Board
FLSA Status: Non-Exempt
Date: May 1, 2019
Reports to: Conservation Board Director

EMPLOYMENT PERIOD: 40 hours per week, Monday- Friday, 8:00 A.M. – 4:30 P.M. with occasional nights, weekends, and holidays.

SALARY: \$40,000-\$42,000 with standard County benefits.

DESCRIPTION: This position performs a wide variety of professional, technical, and field duties including but not limited to natural resource management and park/facility maintenance. It includes general maintenance, improvement and care of recreational areas on county park grounds, including mowing and trimming; pruning and limb removal; cleaning restrooms, rental facilities, and camping and picnic areas; trash removal; trail and sign maintenance; inspection, installation, and upkeep of playground equipment; road maintenance; construction and painting projects; maintaining a safe, clean work environment in the shop, parks, and vehicles. This position also includes maintenance of natural areas in county parks, including creating long term and short term management plans that use prescribed fire, cutting or planting trees and shrubs, mowing or seeding prairies, and applying herbicides. This person will also provide information to campers and other park visitors, collect camping fees, sell firewood, and maintain camp amenities during busy camping days and to perform other duties as assigned. This person must also maintain positive public relations and attitude in parks and at CCCB shop. Under supervision of the Director, this person will also assist in the management and daily job assignments of seasonal park technicians.

QUALIFICATIONS: Minimum: Associate Degree with 2 years of previous job related experience OR a Bachelor's Degree OR 4 years of comparable experiences in the natural resource field. Prefer education, experience and interest in natural resource management, wildlife biology, ecology, forestry, agriculture or related field of study. Must possess Class A CDL (air brakes not required), or certificate indicating completion of written exam, and completion of driving portion within 45 days of hire. Must obtain Commercial Pesticide Applicator License, 130/190 Wildland firefighter training, and CPR/First Aid certification within 6 months. Must have knowledge of or willingness and ability to effectively use technology like Arcview GIS and Pictometry. Past experience managing, training, coaching, or leading others is preferred.

REQUIREMENTS: The duties of this position involve frequent physical activity: walking over uneven ground, standing, bending, kneeling, climbing, reaching, carrying tools and objects, etc. This employee must have the ability to operate various types of vehicles, machinery and equipment, including power and hand tools such as drills, routers, and various jigsaw, circular, table and radial arm saws. The duties above will require the use of trucks, tractors, mowers, tree planters, grain drills, trailers, chainsaws, sprayers, weed trimmers, and log splitters. The employee must be able to regularly lift, carry, push and pull objects weighing 50-100lbs. Much of the work will require exposure to temperature extremes, seasonal weather, allergens, insects, and dusty, smoky, or noisy conditions.

A pre-employment physical and drug test is required.

The ideal candidate will have knowledge of principles and techniques used in landscaping and conservation of natural resources. This individual must be capable of good judgment in evaluating situations and making decisions. Evidence of organizational skills and efficient work habits is a must. This employee must be able to receive and follow written and verbal instructions, to read and interpret maps, and to keep accurate records of work completed. Occasional office duties are required such as answering the phone and accepting reservations.

Cherokee County is an equal opportunity employer.

TO APPLY: Applications are available online at cherokeecountyparks.com or at 629 River Road, Cherokee. **Send a cover letter, resume, and completed county application** to: Chad Brown, Cherokee County Conservation Board, 629 River Road, Cherokee IA 51012 or email to cccbchad@gmail.com.

DEADLINE: 4:00 PM on May 17, 2019