



**Cayuga County Department of Human Resources
and Civil Service Commission**

JOB SPECIFICATION

Civil Service Title:	Conservation Grazing Specialist
Jurisdictional Class:	Competitive
Civil Division:	Soil & Water Conservation District
Adoption: CSM	03/15/06
Revised: CSM	08/10/11

DISTINGUISHING FEATURES OF THE CLASS:

This position exists in the county's Soil & Water Conservation District and involves responsibility for performing technical activities related to grazing agricultural practices based on guidelines provided by the USDA. The incumbent is responsible for using various computer programs to keep various records for all grazing activities within the county and for writing grants, reports, and articles relating to grazing operations. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Uses data sources available to develop new and revise existing rotational grazing management plans;
Estimates forage production and potential for rotational grazing sites based on guidelines provided in the USDA GLCO booklets;
Develops and maintains a working relationship with the GRAZE NY Team;
Provides forage, manure, and soil sampling assistance as needed to properly develop a workable rotational grazing plan;
Coordinates all grazing activities within the Cayuga County Soil & Water Conservation District boundaries;
Creates and maintains a database of all GRAZE NY participants within the county;
Researches, identifies, and writes for grants to support the grazing activities and implementations;
Prepares reports and newsletter articles as needed;
Updates and maintains a GRAZE specific vendor list and average cost table estimating program;
Performs construction inspection on water quality improvement projects related to the rotational grazing plan implementations;
Completes engineering surveys, designs, and cost estimates for agricultural and non-agricultural Best Management Practices according to USDA Natural Resource Conservation Service standards and specifications;
Collects data and prepares survey maps and specifications concerning potential construction projects;
Uses computer programs for the application of Best Management Practices and the Agricultural Environmental Management planning process;
Attends training sessions as part of an annual training plan;
May operate field equipment;
Performs other duties as assigned.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, PERSONAL CHARACTERISTICS:

Thorough knowledge of the principles and practices of agricultural resource conservation with emphasis on soil and water conservation related specifically to grazing practices, as well as water quality;
Thorough knowledge of performing construction inspections of water quality improvement projects for implementing rotational grazing plans;
Thorough knowledge of Best Management Practices;
Good verbal, writing, and interpersonal communication skills and desire to work together well as a contributing district team member;
Good engineering skills to complete engineering surveys, designs, and cost estimates;
Ability to read and interpret maps and surveying documents;
Ability to communicate through writing;
Ability to collect data and prepare survey maps and specifications for construction projects;
Ability to use databases and other computer program applications;
Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

(A) Graduation from a regionally accredited or New York State registered college or university with a bachelor's degree in Agronomy, Agricultural Economics, Agricultural Engineering, Environmental Science, Environmental Studies, Natural Resource Conservation, Water Resources Planning, Soil & Water Science, or related field; **OR**

(B) Graduation from a regionally accredited or New York State registered college or university with an associate's degree in Agronomy, Agricultural Science, Environmental Science, Environmental Systems, Environmental Technology, Soil & Water Science, or related field **AND** 2 years of experience in either: 1) agricultural or resource management which may include but not be limited to working or developing nutrient and soils management plans and procedures designed to protect a watershed, one year of which shall have included responsibility for program planning, development and implementation, or 2) working with agricultural water quality management, one year of which shall have included responsibility for program planning, development and implementation; **OR**

(C) An equivalent combination of training and experience as defined by the limits of (A) and (B) above.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS:

Possession of the appropriate level New York State driver's license at time of appointment.