

**Champaign County Soil & Water Conservation District**  
**Job Posting – NRCS Surveying Aide**



In partnership with Illinois USDA Natural Resources Conservation Service (NRCS), the Champaign County Soil & Water Conservation District (CCSWCD) is hiring an NRCS Surveying Aide to serve Champaign and Vermilion Counties, Illinois. The Surveying Aide will work closely with CCSWCD and NRCS personnel to help landowners and producers implement conservation practices.

The purpose of this position is to hire an entry level survey aide that will undergo thorough training and education of conservation implementation in agricultural and urban settings according to USDA NRCS standards and specifications. Job duties listed below will be assumed with training over time.

**Pre-requisites:**

- Candidates need to have the ability to communicate across all levels
- Ability to relay technical information in an understandable format
- Organized, self-motivated, innovative
- Willing to accept responsibility and work independently
- Possess excellent oral and written communication skills
- Ability to learn new computer programs and proficient in Microsoft Word, Excel, etc.
- Agricultural background with knowledge in conservation, natural resources, or related field are preferred but not required
- Basic understanding of USDA NRCS programs is preferred but not required
- Associates degree preferred but not required

**Job duties:**

- Work in the local field offices with landowners and producers to apply and maintain several conservation practices and review financial assistance requests under the federal and state agricultural programs.
- Determine need and feasibility of conservation practices on lands subject to erosion, sedimentation, and other related soil, water, and wildlife conservation resource concerns. Includes working with land users in the development of conservation plans/systems, and application of needed conservation practices.
- Provide technical support to the conservation planners in resource planning by utilizing applicable survey tools and planning software and assisting with data collection.
- Compute and plot engineering notes, prepare field sketches and drawings, select standard designs, modify or adjust them to site conditions within the limits of the engineering practice review and approval limits.
- Aid with implementation, checkout, and certification of conservation practices, and assist in planning, designing, and layout.
- Attend training events to gain knowledge of NRCS standards, conservation implementation, and working with landowners and producers.

This is a full-time position with benefits. A valid driver's license and proof of automobile insurance is required, as well as a Federal background check. CCSWCD will be accepting applications, including a cover letter, resume, and references, August 3 through August 13, 2021.

All interested candidates should submit application materials to Champaign County Soil & Water Conservation District, Attn: Erin Gundy, 2110 W Park Ct. Ste C, Champaign, IL, 61821 or via email at [erin.bush@il.nacdnet.net](mailto:erin.bush@il.nacdnet.net). For questions, please call Erin Gundy: 815-317-6410 or Steve Stierwalt: 217-369-2257.

Champaign County Soil & Water Conservation District is an Equal Employment Opportunity Employer.