



King Conservation District

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THIS POSITION IS REPRESENTED BY COUNCIL 2 - THE WASHINGTON STATE COUNCIL OF COUNTY AND CITY EMPLOYEES

Job Title: Farm Conservation Planner
Job Classification: Resource Planner 2, 3, or 4 (Range)
Salary: \$70,841.42 - \$85,715.88

We do not expect any single candidate to possess all the qualifications listed. Research tells us that some individuals will only apply to roles if they meet all the listed qualifications, but we will train you and we expect you to learn in the role. We are looking for team members who round out our current skill base. If this is you, we encourage you to apply.

Job Summary:

King Conservation District is seeking one (1) Farm Conservation Planner to join a high-performing team of dedicated and passionate professionals and report to the Rural Lands and Farm Services Program Manager. This position will provide technical assistance to farmers and land managers to promote the implementation of best management practices (BMPs) while protecting natural resources. Technical services include on-farm site visits, authoring Farm Conservation Plans with a lens for regenerative agricultural practices, encouraging the implementation of BMPs through the District's "cost share" program, managing projects from start to finish, preparing educational materials, hosting farm tours and webinars, and giving presentations.

The Farm Conservation Planner works directly with farmers, including dairy operations, and other land managers whose motivations for assistance may include general stewardship goals, agricultural exemptions, coordination with permitting, assistance on compliance with state nutrient management requirements, referrals for land use code violations, and coordination with farm taxation off-set programs.

This position requires a self-starting individual with strong agricultural-based natural resource management background, in combination with a passion to help farmers and land managers with their stewardship goals. We want someone who shares our beliefs in earning the public trust every day and that government can, and must, provide high-quality customer service.

The Farm Conservation Planner will manage a busy workload. They will coordinate a high volume of new and existing clients. The Planner works in partnership with farmers and land managers so that both the District's goals and the client's goals are addressed.



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This employee will be held accountable for individual metrics and must demonstrate the ability to maintain accurate, detailed, and professional reports and records.

Each employee at the Conservation District is encouraged to seek continued learning opportunities, develop their individual technical knowledge, and explore strategies for how conservation practices and services may be improved. The ability to provide exceptional customer service, earn the trust of the public, and work cooperatively with a diverse population is essential to this position.

Work is usually varied and complex, frequently applying advanced principles and concepts in day-to-day work. Actions are often mid-term, focused on what, how, and why. Helps leadership to plan program goals and objectives. May be accountable for some program results.

Job Responsibilities/Duties:

- Provide technical assistance to farmers, agricultural producers, and land managers (“clients”).
- Conduct farm natural resource inventories and assemble data to prepare farm conservation plans.
- Experience with project management (from permitting, planning and execution, working with engineers, monitoring, and close out).
- Experience with the Natural Resources Conservation Service’s (NRCS) 9 Step Planning Process.
- Assist farmers in obtaining permits and complying with state and local code and regulations such as the Critical Areas Ordinance and Livestock Management Ordinance.
- Provide exceptional customer service and communication to clients, public officials, technical and conservation experts, and KCD staff to foster long-term relationships and promote land stewardship.
- Utilize KCD’s cost share program and understand when to co-fund projects with NRCS and King County or other agencies.
- Represent KCD at public outreach events, including farm conservation tours, workshops, and field trips.
- Author educational materials, prepare and lead presentations, and assist with the development of publications as needed.
- Continue to improve professional skills by attending training sessions, workshops, working with mentors and coaches, and other methods as identified in a professional development plan.
- Perform tasks and activities associated with District programs and projects as assigned, including office and administrative tasks in support of assigned projects.



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- Expected to meet annual targets and metrics to support KCD's mission in a timely, courteous, and professional manner.
- Safely and properly use and maintain district vehicles, office and field equipment and supplies.

Training and Supervision:

The occupant of this position will perform duties under the supervision of the Farm Services Program Manager.

Core Competencies for Resource Planner 2, 3, and 4:

- Facilitate and support the work of community-based partners, providing materials and resources necessary to communicate with them and solicit feedback.
- Less than 5 percent of job duties may be combined with other duties as required by the district.
- Must be competent in reading, writing, speaking, hearing, and understanding the English language.
- Adept with all office equipment, including computers and printer/scanner/copiers, and able to use network servers, the Internet, and e-mail effectively and responsibly as a government employee.
- Adept with Microsoft Office software, including Excel, Teams, and Sharepoint, and other applications, such as Zoom and Smartsheets.
- Working knowledge of ArcPro GIS.
- Good communication and multi-tasking skills required for interaction with coworkers, Board members, agency partners, community members, and land managers/operators.
- Separates and combines activities into efficient workflow.
- Designs processes and procedures that allow managing from a distance.
- Work weekend days and weekday evenings up to 2 times per month to support volunteer, education, outreach, and partner events.

Detailed Competencies for Resource Planner 2:

- Operates with autonomy in day-to-day work. Initiates or takes action when it is appropriate to deviate from normal practices. Usually has discretion to set own Priorities. Receives general direction on new and complex assignments.
- Resolves issues based on loosely defined decision guidelines. Typically investigates problems independently and communicates finding to others. Identifies potential solution and discusses with others who make the decision.

Detailed Competencies for Resource Planner 3:

- Operates with autonomy in many situations. Usually initiates or takes action at own discretion. Has discretion to set own priorities. May seek guidance as to general results expected on new and complex assignments.
- Generally uses own judgement when resolving issues or making decisions. Investigates problems independently and communicates findings to others. Decides on a solution and discusses with others before proceeding.

Detailed Competencies for Resource Planner 4:

- Operates with autonomy in many situations. Initiates or takes action at own discretion. Has discretion to set own priorities. May seek guidance as to general results expected on new and complex assignments. May sometimes determine the priorities of others.
- Uses own judgement when resolving issues or making decisions. Investigates problems independently and communicates high-level findings to others. Usually decides on and implements solutions independently.

Education and Experience Resource Planner 2:

- 3-4 years' experience and/or certification and/or Associates Degree in natural/environmental science, agriculture, agronomy, wildlife, environmental science, or closely related technical/scientific/natural resources field.
- Considerable knowledge of agricultural cropping systems and livestock management.
- Limited knowledge of land conservation, soil health, regenerative agriculture, and climate-smart practices.
- Intermediate level professional/technical experience and skills. Offers guidance to others in focused areas of expertise.

Education and Experience Resource Planner 3:

- 4-5 years' experience and certification, and/or Bachelors Degree in natural/environmental science, agriculture, agronomy, wildlife, environmental science, or closely related technical/scientific/natural resources field.
- Extensive knowledge of agricultural cropping systems and livestock management.
- General understanding of land conservation, soil health, regenerative agriculture, and climate-smart practices.
- Considerable professional/technical experience and skills. Routinely advises others in areas of expertise.



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Education and Experience Resource Planner 4:

- 5-7 years' experience and certification and/or Bachelors Degree in natural/ environmental science, agriculture, agronomy, wildlife, environmental science, or closely related technical/scientific/natural resources field.
- Extensive knowledge of agricultural cropping systems and livestock management.
- Deep understanding of land conservation, soil health, regenerative agriculture, and climate- smart practices.
- Advanced level professional/technical experience and skills. Routinely advises others in areas of expertise, often of a highly technical nature.
- Awareness/understanding of client's conservation interests, local natural resource concerns, and conservation practices associated with livestock management and crop production, regulations/ permits associated with farming activities, and approaches to promoting voluntary conservation.

Desired Skills and Experience:

- 5-7 years of directly related professional experience preferred.
- Demonstrated experience and comprehensive understanding of grant development, administration, and compliance.
- Knowledge of statistics and evaluation preferred.

Physical Requirements:

- Position requires a combination of office and field work. Approximately 2 days per week may be spent in the field for up to 8 hours per day.
- Ability to drive in and throughout King County using a district vehicle.
- A driver's license is required when driving district vehicles.
- Must be able to lift up to 50 pounds at a time.

Full-Time, Exempt Position:

This position will begin at Step 1 within either Grade 25 (Resource Planner 2), Grade 26 (Resource Planner 3), or Grade 27 (Resource Planner 4), currently between \$70,841.42 - \$85,715.88 annually. After passing a successful probation, candidates will automatically move to step 2 within the salary band at which they were hired.

Benefits:

The District offers a comprehensive benefits package which includes paid vacation and holidays, medical and dental, a nominal life insurance policy with the option to increase coverage at employee's expense, support for trainings, and participation in the State of Washington Retirement System (PERS).



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Work Schedule:

Full Time, 40 hours a week, Monday through Friday work schedule. Some weekend and evening work is occasionally required.

Office Location:

800 SW 39th St, Suite 150, Renton, WA 98057

King Conservation District is an Equal Employment Opportunity (EEO) Employer

No person is unlawfully excluded from employment opportunities based on race, color, religion, national origin, sex (including gender identity, sexual orientation and pregnancy), age, genetic information, disability, veteran status, or other protected class.

To Apply:

If you are interested in pursuing this position, please apply by emailing HR@kingcd.org with the following materials:

1. A resume.
2. A cover letter, describing as specially as you can how your experience, skills, and values are a fit with King Conservation District's goals and mission as described in this announcement.
3. A brief personal equity statement, describing your skills and experience engaging with issues involving diversity, racial equity and inclusion in organizations. This statement should not exceed 300 words.

About Us: King Conservation District (KCD) is a natural resources assistance agency authorized by Washington State and guided by the Washington State Conservation Commission. Our mission is to promote the sustainable use of natural resources through responsible stewardship. A five-member Board of Supervisors is responsible for overseeing all KCD programs and activities. KCD promotes conservation through demonstration projects, educational events, providing technical assistance and, in some cases, providing or pointing the way to funds which may be available for projects. KCD has no regulatory or enforcement authority and only works with those who choose to work with KCD. KCD's service area includes 34 cities and all of unincorporated King County with the exclusion of City of Enumclaw, City of Federal Way, City of Milton, City of Pacific and City of Skykomish. To learn more, visit KCD's website at www.kingcd.org