Natural Resources Conservation Service (NRCS)

In partnership with with AgCentric:Minnesota State

STUDENT TRAINEE/INTERN (SOIL CONSERVATION)

* **Location of Position:** The position is located in a field office of the Natural Resources Conservation Service. Trainee will have some preference on location.
  + Potential Locations: Perham, Ada, Morris, Long Prairie, Waite Park, Foley, Willmar, Montevideo, Le Center, Lewiston, other Minnesota Locations available depending on student needs (NRCS operates statewide).

**Purpose of Position:** The intern serves on a designated staff and performs a variety of soil conservation related duties, which include training in the application of soil conservation principles and theories in the planning and application of resource management systems.

This is a developmental position designed to prepare the incumbent for additional responsibilities. The position is supervised by a designated higher graded employee at NRCS in coordination with designated college staff. Interns may be enrolled in internship program.

## MAJOR DUTIES

Incumbent serves as a Student Trainee with the responsibility for basic Soil Conservation work. Receives intensive and specialized training in all phases of soil and water conservation and related natural resource conservation programs.

Learns to perform surveys and set construction stakes for a variety of practices. May operate rod or chain or other specialized instruments to lay out simple practices.

Observes, learns and gains experience in program and conservation planning for a variety of soil and water practices such as terraces, diversions, waterways, farm drainage systems, and others.

Observes, learns and gains experience in gathering and assembling preliminary data for use in developing and applying basic conservation plans.

Observes, learns and gains experience performing a wide variety of soil conservation duties such as maintaining accurate field notes, preliminary drafting and sketch work, recording of layout work such as contour lines and field boundaries, determining acreages, assembling maps and aerial photographs, and other related work.

Performs duties in a manner, which actively supports Civil Rights policies regarding personnel rules and regulations and delivery of NRCS programs and services without regard to race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, or marital or family status.

Performs duties in a manner supportive of a safe and healthy working environment, and exercises safety precautions when exposed to dangerous objects, chemicals, extreme temperatures, etc.

To perform some of the above duties, the incumbent may be required to operate a motor vehicle. A valid state driver's license is required.

Performs other duties as assigned.

## Factor 1: Knowledge Required by the Position

Knowledge of simple, routine, or repetitive tasks or operations that typically include following step-by-step instructions and require little or no previous training or experience.

## Factor 2: Supervisory Controls

The supervisor assigns specific tasks and provides clear, detailed, and specific oral or written instructions on the practices and methods to be used. The supervisor who closely reviews completed work closely monitors the work.

## Factor 3: Guidelines

Guidelines for performing the work are generally provided in the form of manuals, guides, bulletins, policies and other sources, which provide specific information regarding the completion of assignments. The incumbent also receives oral and/or written guidance from the supervisor.

## Factor 4: Complexity

The work consists primarily of a variety of well-defined tasks in which the incumbent directly applies the principles and methods of soil conservation to assist higher-grade conservationists in conservation projects. Assignments are for training purposes and are characterized by standard problems, a limited number of variables, and clearly specified objectives.

## Factor 5: Scope and Effect

The purpose of the work is to provide the incumbent with opportunities to plan the development of soil and water conservation and other natural resources through specific tasks. Completed assignments facilitate the work of employees within the immediate office.

## Factor 6&7: Personal Contacts/Purpose of Contacts

Contacts are primarily with other NRCS employees such as Soil Conservationists, soil scientists, engineers, and supporting technicians. Contacts are also made with landowners and members of civic groups. Contacts are generally routine and within a structured setting.

The purpose of the contacts is to exchange information and assist in the coordination of work efforts.

## Factor 8: Physical Demands

Work requires regular and recurring physical exertion such as walking on rough terrain, jumping ditches and furrows, climbing steep banks, or negotiating other terrain features.

## Factor 9: Work Environment

Work involves regular and recurring exposure to operating equipment, adverse weather, poor field conditions, and possible contact with dangerous animals and biting insects.

Protective equipment is required on construction sites.

For more information on these opportunities: [Keith.Olander@clcmn.edu](mailto:Keith.Olander@clcmn.edu) or 218-894-5163.

To apply: Submit resume and cover letter to Keith Olander at above email address.

Position Post Date: December 14, 2023.

First review of resumes: Week of January 8, 2024, ongoing reviews until 6 positions are filled.

Internship timing: May-August, adjusting to class schedule

Compensation: $17/hr