



Calhoun County Conservation Maintenance Tech/Park Ranger

Calhoun County Conservation Board is seeking a **Full-Time Conservation Maintenance Tech/Park Ranger**.

Job duties include:

- Maintaining and upkeep of Campgrounds and day use areas.
- Assist with the improvement of wildlife habitat.
- Patrol parks and conduct regular inspections, samples, and documentation.
- Perform conservation work and maintenance throughout county conservation areas.
- Must be willing to travel and work evenings, weekends and holidays as required.

Requirements recommended:

- Associate's Degree in a natural resource field, or agriculture-related field and one (1) or more years of work-related experience that provides the knowledge, skills, and abilities necessary to perform the essential job duties of the position
- OR
- High school diploma or GED and an equivalent combination of three (3) years of education, training, and/or work-related experience that provides the knowledge, skills and abilities necessary to perform the essential job duties of the position.
- Intermediate computer and Microsoft Office skills.
- Background check, pre-employment screening and drug test required.
- Negotiable salary with full benefits package.

Application and job description available at:

- In person: Calhoun County Conservation, 1228 High Street, Rockwell City, Iowa 50579
- By phone or email request: phone 712-297-7131 or email conservation@calhouncounty.iowa.gov.
- By website: www.calhouncountyiowa.com or www.mycountyparks.com.

Please send application, resume, cover letter, and at least 3 professional references to the address/email listed above by October 30th, 2021, for consideration.

Calhoun County Conservation is an Equal Opportunity Employer



Calhoun County Conservation Park Ranger/Technician

Reports to: Conservation Director

Department: Conservation

Position Type: Full-Time

FLSA: Non-exempt

POSITION SUMMARY

This position will perform the duties of a Conservation Maintenance Technician and Park Ranger. The position is a permanent, full time employee of Calhoun County Conservation. This position will report to the Executive Director and will assist in the implementation, development, maintenance and operations of areas under management of the Conservation Board. Regular upkeep and routine maintenance of all park facilities such as, electric campsites and hookups, bathrooms, tables, fire pits, beaches, playgrounds, garbage, waste removal, mowing, trimming, landscaping, tree planting, removal, and trimming. Regular inspections, samples, and documentation. Patrols parks and able to work nights, weekends, and holidays (through the busy season April-October) to ensure the CCCB Rules and Regulations are upheld. Assists with the improvement of wildlife habitat by performing prescribed burns, planting native grasses, trees, shrubs, constructing or restoring wetlands and ponds, and performs related work as required. Routine maintenance on all equipment that the CCCB operates.

ESSENTIAL FUNCTIONS

- Must be able to lift 50-100 pounds.
- Must be able to climb, stoop, kneel, bend, crouch, crawl, and reach (horizontal or vertical).
- Must be able to walk up to 2-3 miles daily across uneven terrain.
- Must be able to stand, walk, and/or sit for periods of time up to four hours without breaks.
- Must have manual, finger dexterity in using various hand/power tools used in grounds, equipment, and premise maintenance.
- Must be able to listen and follow direction.
- Must be able to safely operate machinery, equipment, and other motor vehicles.
- Must be able to read, speak (clearly and distinctly), and understand the English language.
- Must be able to withstand adverse environmental conditions such as heat, cold, rain, and undesirable elements such as water, high noise levels, odors, fumes, smoke, dust, bugs, rodents, snakes, and chemicals.

Duties: The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned when deemed consistent with the purpose of the position.

- Works closely with and under the direction of the Director on projects and various tasks.
- Conducts ground preparation and planting for conservation management, including application of herbicides, operation of planters and seed drills, cutting and felling of trees, and mowing
- Performs regular inspections and maintains machinery, tools, and equipment used in the maintenance and repair of facilities and premises, including, but not limited to: grounds, playgrounds, signs, fences, roads, sidewalks, buildings, etc.
- Operates various machinery and equipment used in maintenance and projects or programs including, but not limited to: tractors, loaders, trucks, augers, chain saws, sprayers, seeders, trailers, various power tools, etc.
- Works days, nights, weekends, and holidays throughout the busy season (April-October).
- Conducts general park maintenance, including, but not limited to: tree and brush trimming/removal, mowing, sidewalk and building construction, garbage removal, janitorial duties and related functions, fence construction, etc.
- The individual in this position will frequently be turning, bending, and twisting body, walking on uneven ground, and pushing, pulling, and lifting up to 50-100lbs.
- Work with department head, Conservation board, and other county employees, suppliers, and the general public, by responding to questions in a proficient and professional manner.
- Supervises seasonal staff, interns and volunteers as needed.
- Patrols designated land areas and facilities to ensure that facilities and property are used consistent with Board policies, rules and regulations and State statutes and enforces the same.
- Provides a safe environment for park users and administers first aid in case of accidents.
- Communicates with and assists law enforcement and emergency personnel as needed while patrolling or working on county conservation facilities.
- Participates in natural resource management including habitat establishment and maintenance on public and private lands, general forestry practices (tree planting, weed control, pruning, culling, tree identification), planting food plots, prescribed burns, constructing and maintaining nesting structures, fisheries monitoring, and construction of fish habitat.

ENVIRONMENTAL ADAPTABILITY

- Required to respond to problem situations encountered by the public, day or night, while on duty or on call, and provide assistance appropriate to the level of training received. This may include, but not limited to, providing medical assistance, communicating with and/or assisting law enforcement and emergency personnel including search and rescue activities, assisting users of facilities during inclement weather, etc.

- Able to tolerate regular exposure to temperature extremes according to the season of the year; ability to tolerate exposure to occupational hazards such as water, high noise levels, odors, dust, pollen, fumes, smoke, chemicals and assorted wildlife.

KNOWLEDGE, ABILITIES, SKILLS, AND PERSONAL CHARACTERISTICS

The individual must possess the following knowledge, skills and abilities or be able to explain and demonstrate that the individual can safely perform the essential functions of the job, with or without reasonable accommodation, using some other combination of skill and abilities.

- Ability to establish and maintain effective working relationships with co-workers and public.
- Ability to read, write, interact, and communicate information to the general public, answer questions while working in the field, and to comprehend directions and instructions.
- Ability to drive trucks and operate other vehicles and equipment in a safe and conscientious manner.
- Ability to apply knowledge of conservation management techniques.
- Ability to organize time, manage a variety of work duties, and work as a team player.
- Ability to work outdoors in all types of weather conditions, day or night, in normal and emergency situations to ensure proper completion of maintenance activities.
- Ability to lift and carry heavy objects, regular movement of fingers and hands in grasping objects, use of feet and legs for various tasks, and movement of torso/arms for driving and operation other equipment.
- Ability to use written data contained in manuals and other references related to construction and maintenance of grounds, facilities, and equipment.
- Ability to handle visitor complaints or emergency situations courteously and responsively and to be tolerant and respectful of differing opinions.
- Knowledge of natural resource management techniques including, but not limited to, prescribed burning, tree felling, and application of herbicides.
- Knowledge in the operation, maintenance, and repair of equipment, machines, and tools
- Knowledge of methods and procedures for state and federal grant application.
- Knowledge of state and county laws pertaining to conservation of public park facilities.
- Knowledge of construction principles including, but not limited to, carpentry, plumbing, concrete and masonry, electrical, and metal fabrication.
- Knowledge of trees, shrubs, flowers, fish, reptiles, birds, and other wildlife common to Iowa.
- Knowledge of, and willingness and ability to effectively use technology related to the position including personal computers, laptops, mobile devices and associated software

Recommended Minimum Education, Experience, and Special Qualifications

- Associate's Degree in a natural resource field, or agriculture-related field and one (1) or more years of work-related experience that provides the knowledge, skills, and abilities necessary to perform the essential job duties of the position
- OR

- High school diploma or GED and an equivalent combination of three (3) years of education, training, and/or work-related experience that provides the knowledge, skills and abilities necessary to perform the essential job duties of the position.
- Valid Driver's license and be insurable under the County's guidelines.
- Must possess or be able to obtain a valid State of Iowa Commercial Driver's License Class D (chauffeurs).
- Must possess or be able to obtain license as a Pesticide/Herbicide Applicator by the State of Iowa.
- Must possess or be able to obtain S130/S190 controlled burn training.
- Have the proper peace officer training or have the ability to qualify for, attend, and complete peace officer training through the Iowa Law Enforcement Academy, if required.

Benefits

- Annual wage: \$36,000-\$40,000 depending on qualifications
- Required six-month probationary period
- Standard county health and life insurance benefits.

PCE (Physical Capacity Evaluation)

Determined Accepted Work Level for this Position: Heavy Work (Level 4)

- Exerting 50 to 100 pounds of force occasionally, and/or 25 to 50 pounds of force frequently, and/or 10 to 20 pounds of force constantly.

Minimum Accepted Work Level for this Position: Medium Work (Level 3)

- Exerting 20 to 50 pounds of force occasionally, and/or up to 10 to 25 pounds of force frequently, and/or greater than negligible up to 10 pounds of force constantly.

Anyone who scores 2.9 or above on the Physical Capacity Evaluation will be able to retake the PCE exam two (2) weeks (at a minimum) after the first exam was taken - at county expense. If the person does not score at least a 3.0 on the second exam, employment will not be offered. There will be a waiting period of at least six (6) months before re-application.

JOB TITLE: Conservation Maintenance Tech/Park Ranger

PHYSICAL DEMANDS	RARELY	OCCASIONALLY	FREQUENTLY	CONTINUALLY
Sit				X
Stand				X
Walk				X
Bend/Stoop				X
Squat				X
Crawl				X
Climb				X
Reach Above Shoulder Level				X
Kneel				X
Balance				X
Lift, Carry, Push, Pull				
Maximum 10 Lbs.				X
Maximum 20 Lbs.				X
Maximum 50 Lbs.				X
Maximum Over 50 Lbs.		X		
Must Be Able To				
See				X
Hear		X		
Speak		X		
Use One Hand				X
Use Both Hands				X

Environmental Conditions	RARELY	OCCASIONALLY	FREQUENTLY	CONTINUALLY
Involves Being				
Inside			X	
Outside			X	
Exposed to Temperatures of				
32°F and less		X		
100°F and more		X		
Wet & Humid Conditions			X	
Noise, Vibration				X
Fumes, Dust				X
Second Hand Smoke		X		

Hazards, Exposure	RARELY	OCCASIONALLY	FREQUENTLY	CONTINUALLY
Infectious Wastes		X		
Toxic Chemicals		X		
Needles/Body Fluids		X		
Radiation	X			
Chemotherapeutics	X			
Animals/Pets			X	

Rarely = 0% to 15% of the time

Frequently = 34% to 66% of the time

Occasionally = 16% to 33% of the time

Continually = 67% to 100% of the time

Following statement to be signed following hiring.

NOTE: This position description in no way states or implies that it includes every duty to be performed by the employee occupying the positions. Employees will be required to follow any other job-related duties assigned by their Supervisor.

Marginal functions of positions that are incidental to the performance of fundamental job duties have been excluded from our position description.

All requirements are subject to possible modifications to reasonably accommodate individuals with disabilities.

Some requirements may exclude individuals who pose a threat or significant risk to the health and safety of themselves or others.

I, _____, an employee of Calhoun County, Iowa, acknowledge that I have received a copy of the job description for the position of Park Ranger/Naturalist. I attest that I can perform the essential functions required of this job and understand that I will be expected to perform the described tasks as well as any comparable tasks.

Signed this _____ day of _____, 20____

Employee: _____

Witness: _____

The Calhoun County Conservation Board is an Equal Opportunity Employer. Consistent with the provisions of the American Disabilities Act the Board will provide reasonable accommodations to qualified individuals with disabilities and encourages prospective employees and position incumbents to discuss potential accommodations with the Employer.

Mission Statement: The mission of Calhoun County Conservation is to enhance, promote, protect, preserve, and reclaim Calhoun County natural resources for the benefit, enjoyment, and education of all Calhoun County residents and visitors.