



FOSTER CREEK
CONSERVATION DISTRICT

P.O. Box 398 – Waterville, WA 98858
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Natural Resource Specialist- Farm Planner

Position Description

Foster Creek Conservation District (FCCD) is a special purpose district that delivers a range of grant-funded programs and services throughout Douglas County, in Central Washington. Our mission is to serve the community by providing quality technical assistance for the voluntary stewardship of natural resources in northern Douglas County.

Position Description

This position plays a key role in advancing voluntary, incentive-based conservation across Douglas County by providing hands-on technical assistance and building strong working relationships with local landowners. Through targeted education and outreach, the Natural Resource Specialist helps producers develop and implement practical, site-specific conservation plans and successfully navigate program eligibility and application processes.

Working in close partnership with local NRCS offices and regional partners, this role supports the delivery of Farm Bill programs that enhance soil health, water quality, and habitat while sustaining agricultural productivity. Responsibilities include supporting conservation practice certification; monitoring and evaluating the effectiveness of conservation systems; contract management and assisting producers with the long-term operation and maintenance of installed practices to ensure lasting outcomes.

Success in this role depends on effective coordination with NRCS field staff, partner agencies, and local stakeholders, as well as active participation in team planning, planner training, and district agricultural programs. The position also includes conducting site assessments, field surveys, and data collection to inform conservation planning and track progress. Additional responsibilities may be assigned to support district priorities and programs.

Essential Duties and Responsibilities:

- Develop and implement site-specific conservation plans for cropland, rangeland, and habitat management using NRCS standards
- Coordinate project development and implementation, including site visits, partner engagement, and timelines.
- Prepare maps, reports, and documentation to support planning, grant application, and program reporting.
- Collect and analyze natural resource data to inform conservation planning and the Voluntary Stewardship Program.
- Administer and manage contract for CRP and other Farm Bill programs, ensuring compliance with program requirements.

- Build partnerships with landowners, producers, and agencies; support education and outreach and track project and grant progress.
- Perform other duties as assigned.

Ideal Candidate:

The ideal candidate for FCCD is a practical, relationship-driven professional who is passionate about working lands conservation and understands how to balance environmental stewardship with voluntary agricultural viability. They are equally comfortable in the field and in conversation, translating technical information into clear, actionable guidance while building trust with landowners and the broader agricultural community.

They are adaptable, resourceful, and solutions-oriented, able to navigate changing conditions and develop creative approaches when challenges arise. This individual brings curiosity about landscapes and the people who depend on them, along with a strong commitment to voluntary, locally led conservation.

Successful candidates will thrive in FCCD’s collaborative environment, working effectively with diverse partners and stakeholders while managing multiple projects with organization, accountability, and a consistently positive attitude.

Position Qualifications:

<p>Suggested Minimum Qualifications: The education, experience, and skills necessary to perform adequately in the position.</p>	<ul style="list-style-type: none"> • Bachelor’s degree in environmental science, natural resources, agriculture, or a closely related field, and one (2) years of relevant professional experience; or Associate’s degree in a related field with three (3) or more years of applicable experience. • Knowledge of a broad range of soil and agronomy conservation principles, techniques, methods and practices. • Very strong organizational and written/verbal communication skills with the ability to adapt written and spoken communication to various audiences using formal and informal communications. • Intermediate desktop computer literacy and computer software skills. Ability to use Microsoft Word, Excel, PowerPoint, Outlook, etc., and learn new technologies to perform the functions of the position.
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	<ul style="list-style-type: none"> • Experience working independently or as a team in remote locations under a variety of weather conditions, carrying field equipment to complete required job tasks. • Valid, unrestricted driver's license or able to attain one upon employment.
<p>Preferred Qualifications: The education, experience, and skills preferred but not necessary to perform in the position.</p>	<ul style="list-style-type: none"> • Experience with contract management for CRP or other Farm Bill Programs. • Knowledgeable in natural resource project development and conservation practice implementation on private lands. • Knowledge of Farm Bill programs and cost-share program administration. • Strong organizational skills with the ability to manage multiple projects and deadlines while maintaining high quality standards. • Capable of conducting outreach to landowners, farm operators, and managers to generate new voluntary conservation projects. • Strong skills in multi-tasking and the ability to meet multiple deadlines with an exceptional standard of quality control.
<p>Required Skills and Equipment</p>	<ul style="list-style-type: none"> • Land use and conservation planning principles. • Ability to collect and manage field data using electronic devices such as GPS units, tablets, and laptops. • Ability to safely use hand tools including shovels, soil probes, and other natural resource measurement equipment.

Physical Requirements and Working Conditions:

Specify the amount the position will be required to LIFT/CARRY frequently:	Up to 50 lbs.
Specify the amount the position will be	Up to 50 lbs.

required the PULL/PUSH frequently:	
Work Setting: Indicate the work setting where duties are performed.	Field Work (40%); Office (60%)
Indicate the rate in which this position will be required to:	
Bend	Frequently
Twist	Frequently
Squat	Frequently
Climb	Frequently
Kneel/Crawl	Frequently
Reach/ Reach overhead	Frequently
Finger Dexterity/Fine Manipulation	Frequently
Sit	Occasionally
Drive	Frequently
Basic Life Functions	Hear, See, Speak, Stand, Walk
Unique Vision Requirement: Indicate any unique requirement of the position. (Examples: able to read and detect color coding, read find print, etc.)	N/A
Indicate the level of unique work conditions this position will encounter.	
Extreme Temperatures	Often
Fumes/Odors/Mists/Dusts	Occasional
Confined Areas/Spaces	N/A
Extreme Sounds/Noises/Vibrations	Often
Potential Hazards Exposure	Smoke, Heat
Other Working Conditions	Occasional weekend or after-hours work may be required

Salary and schedule:

This is a full-time, non-exempt position with compensation starting at \$27.65–\$29.56 per hour, depending on experience and qualifications. The standard work schedule is 8 hours per day, 5 days per week; however, hours may vary based on project needs. Remote work is available with the candidate expected to work out of the Waterville office a minimum of 4 days per week. Employees must reside in Washington State and be within a reasonable distance of the Foster Creek CD office to meet workplace reporting requirements. Funding for this position is subject to the continuing availability of federal, state, and local grants and contracts.

Benefits include:

- A significant health insurance subsidy
- Accrued paid sick leave (8 hours per month)
- Accrued paid vacation leave (8 hours per month)
- Paid public holidays

Compensation and benefits are established by the Board of Supervisors of Foster Creek Conservation District and are reviewed and approved annually. All benefits are subject to change in accordance with Board of Supervisors' policies.

Equal Opportunity Employer

Foster Creek Conservation District is an equal opportunity employer and does not discriminate against any person on the basis of race, religion, color, gender, national origin, ancestry, age, marital status, gender orientation, veteran status, disability, or any other basis prohibited by applicable state, federal, or local laws. This policy covers all programs, services, and procedures.

To Apply:

If you are passionate about conservation and meet the qualifications for this position, we encourage you to apply. Please submit a cover letter, resume, and three professional references to info@fostercreekcd.org by May 22, 2026.