



# Stearns Conservation District

---

Stearns Conservation District  
110 2<sup>nd</sup> Street South – Suite 128  
Waite Park, MN 56387

(320) 251-7800 ext. 3  
info@StearnsCD.org  
www.StearnsCD.org

## Join the Stearns Conservation District Team!

- Position Title:** Wildlife Habitat Specialist
- Position Location:** Stearns Conservation District  
110 Second Street South, Suite 128  
Waite Park, MN 56387
- Hiring range:** \$26.10/hr to 31.92/hr (dependent upon experience)  
Full salary range up to \$48.86/hr
- Benefits:** Medical/dental/vision coverage (single or family), PERA, vacation/sick/holiday leave
- Application Deadline:** Monday, February 10, 2025
- Interview Date:** Monday, February 24, 2025 (selected applicants only)

**General Description:** The main responsibility of this permanent, full-time position is to promote, accelerate enrollment in, coordinate, and implement habitat conservation programs in Stearns County.

### Minimum Qualifications:

Candidates must have a bachelor's degree or equivalent work experience with a major study in biological, ecological sciences, wildlife management, or similar field of study. Minimum of two years of experience in these or related fields are preferred.

- Proficiency with Microsoft Office Suite, especially Word and Excel
- Ability to multitask and meet deadlines.
- Ability to learn new computer programs in an ever-changing work environment.
- May be required to work outside normal business hours.
- Knowledge of GIS/GPS programs.
- Strong interpersonal skills, capable of working with a wide variety of people.
- Self-motivated: able to work with minimal supervision.
- Valid Driver's License and ability to pass USDA security background check.
- Ability to work in rugged terrain.

### Duties and Responsibilities

The essential job duties for this position are regular and timely work attendance, ability to establish and maintain working relationships with landowners, co-workers, agencies and others; ability to work under stressful conditions, and items under "Duties and Performance Requirements" listed below.

- Provide technical assistance via conservation planning for wildlife habitat enhancement techniques to private landowners and public organizations.
- Engage in conservation planning, program promotion, contract coordination, conservation plan modification, site assessment, and reporting for all habitat programs including CRP, RIM, CREP, LSOHC and LCCMR easements, pollinator, and others as available.
- Coordinate with the Stearns County Pheasants Forever chapter and other local habitat organizations.
- Evaluate potential sites for wetland restoration.
- Understand wildlife ecology, including wetland, forestry, and grassland, and the ability to utilize various habitat management tools in the development of management plans.
- Understand conservation and wildlife programs provided by federal (i.e. Farm Bill, US Fish and Wildlife Service), state, & local entities and nonprofit organizations.
- Perform technical work according to the NRCS Field Office Technical Guide, or other appropriate professional standard.
- Complete status reviews as directed.

**Working Environment:** Work is performed in an office setting approximately 75% of the time and 25% out in the field. Lifting requirement is up to 50 pounds on an occasional basis and ability to work in rugged terrain is required.

**Who we are:** The Stearns Conservation District (SCD) is a special purpose government agency that covers Stearns County. Our mission is to support voluntary conservation actions to preserve and enhance Stearns County's natural resources. An elected board of five supervisors provides SCD's vision and direction for a team of 22 professionals. We are co-located with the USDA Natural Resources Conservation Service in Waite Park, Minnesota.

**About Stearns County:** Stearns County includes a very diverse range of natural resources, soils, and geology, from the forested areas around Avon, to the dairy farms around Melrose, to prairies of Belgrade, to the granite quarries near Cold Spring. There are over 300 lakes, and the County borders the Mississippi River on the east. Agriculture lead the economy with a strong dairy and poultry production base. There are also several colleges including St. Cloud State University and College of Saint Benedict and St. John's University. Stearns County offers a unique blend of rural charm and growing communities, with beautiful lakes, abundant outdoor recreation, and a strong sense of community spirit. It's a perfect place to raise a family, live an active lifestyle, and make a lasting difference for the environment.

**Stearns CD work culture:** We are mission-driven team. We believe in hiring passionate and talented people, guiding them to succeed and providing resources needed to grow.

**We offer:** A commitment to maintain competitive wages and benefits; Mentorship from a diverse and award-winning team; Diversity: natural resources, land use, social, demographics, and political; A culture of excellence, innovation, and teamwork; Opportunities for remote work when well-suited to the position, season and task.

**Apply now by submitting to [StearnsCD.HR@gmail.com](mailto:StearnsCD.HR@gmail.com) (or the address listed below):**

- 1) Letter of interest
- 2) Resume
- 3) Transcript(s)
- 4) Stearns Conservation District "Application for Employment"

Stearns Conservation District  
Attn: Human Resources  
110 2nd Street South, Suite 128  
Waite Park, Minnesota 56387

Application form available by visiting <http://www.StearnsCD.org> or by calling 320-251-7800 ext. 3.

Equal Employment Opportunity: Candidates will be considered without discrimination for any non-merit reasons such as race, color, religion, sex, national origin, politics, marital status, physical handicap, or age.