



**Southern Maryland RC&D Board, Inc.**  
26737 Radio Station Way, Suite D  
Leonardtown, Maryland 20650

## **JOB OPENING**

### **ACCEPTING RESUMES THROUGH OCTOBER 21, 2024**

**POSITION TITLE: URBAN PLANNER (GS7-1)**

**SALARY: \$55,924 (BASED ON HOURLY RATE OF \$26.80/HR)**

**POSITION TYPE: FULL TIME EMPLOYMENT\***

**LOCATION: BALTIMORE, MD**

**START DATE: IMMEDIATELY**

#### **ABOUT US:**

The Southern Maryland Resource Conservation and Development (RC&D) Board, Inc. is a nonprofit organization administering projects related to resource conservation, habitat restoration, forestry, agricultural preservation and wetland restoration. We were founded in 1971.

#### **ABOUT THE POSITION:**

The RC&D has entered into a Cooperative Agreement with the USDA Natural Resources Conservation Service (NRCS) to fund one Urban Planner position to provide leadership, guidance, and technical assistance in developing, coordinating, and implementing conservation plans and practices on urban agriculture operations. The urban planner provides technical assistance to landowners, community groups, and units of government to develop and apply federal conservation programs to urban farmers. The position provides direct, in-field support to external customers and NRCS field office staff. The urban planner will coordinate with the NRCS District Conservationist and local field office staff on projects and activities. The principal workstation for this position will be at the USDA Service Center in Baltimore, MD.

USDA's Natural Resources Conservation Service (NRCS) helps America's farmers and ranchers conserve the Nation's soil, water, air and other natural resources. We need people who want to apply their education and experience to make sure we all enjoy the benefits of productive soil, clean water, clean air, and abundant wildlife that come from a healthy environment. "Helping People Help the Land".

#### **DUTIES AND RESPONSIBILITIES:**

- Provides technical assistance to landowners, urban farm businesses, community groups, nonprofits, and units of government to develop and apply urban conservation programs; Suggest alternate land uses and treatment; and works with landowners to consolidate decisions into a comprehensive urban resource conservation plan. The results of these plans may be in the financial and technical assistance and implementation of other programs.
- Assists, advises, and provides guidance to groups and communities on benefits of soil testing/health, high tunnel management, urban forestry, native planting, weed and pest control, irrigation and water conservation, and storm water retention to identify, assess, and treat urban resource problems.

(240) 577-6413

[www.somdrcd.org](http://www.somdrcd.org)

- Provides technical support for scheduling activities, maintaining records, preparing Conservation Plans, contracting, outreach, and maintaining efficient program operations related to urban conservation to field office staff.
- Works under the direction of the District Conservationist to maintain positive working relationships with other Federal, State, and local agencies including Conservation Districts to support conservation on urban agriculture operations.
- Reviews existing Farm Bill contracts to develop, monitor, and evaluate proper contract execution to include practice implementation and progress reporting by planned and applied contract dates. Assists the field office with contract extensions including modifications and completions.
- Arranges and conducts meeting and conferences with landowners with a special emphasis on historically underserved urban farmers, and other interested persons and groups for the purpose of exploring soil and water resource conservation in urban areas. Provides one-on-one conservation planning guidance and offers alternatives to solving resource concerns.
- Perform other related duties as assigned by the Supervisor.

### **PROFESSIONAL EXPERIENCE AND QUALIFICATIONS:**

Candidates must possess a Bachelor's degree in soil conservation or a related agricultural or natural resource discipline such as soil science, agronomy, agricultural education or agricultural engineering.

OR

A combination of education and experience that is equivalent to a 4-year degree in a relevant discipline. Appropriate experience should demonstrate the application and techniques, principles, and methods of soil conservation. Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional; philanthropic; religious; spiritual; community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.

In addition, the following are expected of applicants:

- Knowledge and/or experience with livestock operations.
- **Must be willing to relocate or commute to Baltimore, MD.**
- The ability to communicate in writing about technical issues related to natural resources.
- Proficiency with computers, including such software as Microsoft Word, Excel, and PowerPoint.
- The ability to communicate with landowners, farmers, conservation planners, and contractors.
- The ability to work independently while effectively managing multiple priorities, projects, and tasks.
- Candidates must be willing to work on urban farms in all areas of Baltimore City within scheduled work hours

- The ability to conduct field work, where physical exertion is required for activities such as walking through dense vegetation, traversing ditches and streams, wading through wet soils, walking long distances through woods and crop fields, and carrying GPS, survey, and other equipment for habitat assessment and monitoring. Candidates must be willing to work in hot, cold, and wet field conditions, with exposure to annoying and biting insects, livestock, and be willing to operate agricultural and construction equipment (with appropriate training).
- The ability to interpret remote sensing data (e.g. aerial photos, topographic maps), and apply this knowledge in the field to identify habitat, water, and topographic features.
- The ability to map features in the field, inventory the features in ArcGIS, and produce ArcGIS maps that clearly show the feature locations.
- The position will require occasional travel.
- **The candidate must have a valid state driver's license.**
- The ability to have your salary sent to a financial institution of your choice by Direct Deposit.
- **The candidate must have U.S. citizenship.**
- A clean criminal record verified by a standard background check with local, state, and national law enforcement agencies. Security clearance is not a requirement.

**FOR ADDITIONAL INFORMATION AND TO APPLY FOR THIS POSITION:**

Please email Resume, Cover Letter, and 3 professional references to: [somdred@somdred.org](mailto:somdred@somdred.org)

**Benefits:** Health Insurance, Federal Holidays, Sick & Annual leave accrual

**Additional Benefits:** these benefits are subject to change based on contract negotiations between NRCS and RC&D. Benefits may change from year to year, both in scope and amount. Contract employees will be provided with updates to their benefits as they occur. All requests for additional benefit charges or reimbursements must be approved by your direct supervisor and coordinated through RC&D.

- **Travel:** a certain amount of mileage (based on the current federal mileage rate) or fuel reimbursement may be allocated. Other travel expenses like meals and lodging, as outlined in the employee handbook, are also reimbursable.
- **Training and Meetings:** a certain amount of funding may be allocated to attend training events and other meetings (ex: annual dinners and conferences). Funding may include registration fees and travel costs (per the employee handbook), depending on the amount of funding available.
- **Tuition Assistance:** a certain amount of funding per employee may be allocated for tuition reimbursement (per guidelines in the employee handbook), provided it falls within the scope of their duties and is approved by their supervisor.
- **Supplies:** a certain amount of funding may be allocated to cover supplies or materials (ex: boots or specialized tools) that are needed to perform their duties or provide a more comfortable and safe working environment (ex: masks, air purifier, cleaning wipes). Supply requests are approved on a case-by-case basis by the Director and your direct supervisor. Please send any requests for supplies to the administrative associate for approval.

The Southern Maryland RC&D is an equal opportunity employer. All programs and services of the Southern Maryland RC&D Board are offered on a non-discriminatory basis, without regard to race, color, national origin, religion, sexual orientation, age, marital or family status, disability or political belief.

*(\* This is a position that is funded through a grant agreement with NRCS and is contingent upon funding.*