

## POSITION ANNOUNCEMENT

### Seasonal Intern (2 positions)

East Otter Tail Soil and Water Conservation District (SWCD)

#### Position Location:

1 Position located in Perham, MN 56573

1 Position located in Wadena MN 56482

#### Application Deadline:

March 21st, 2025

4:00 p.m.

#### Starting Wage:

\$18.00 Hour

#### Application for can be found:

Websites: [eotswcd.org](http://eotswcd.org) or

[Wadenaswcd.org](http://Wadenaswcd.org)

Email: [darren.newville@eot.mnswcd.org](mailto:darren.newville@eot.mnswcd.org)

#### Position Purpose:

These seasonal positions will support the work of the East Otter Tail and Wadena Soil and Water Conservation Districts. These SWCD's work with local landowners and partners to implement soil and water conservation practices and programs to help accomplish our mission. These positions will provide support to SWCD staff that provide technical assistance and support for the various District Programs as directed by the District Manager to assure an efficient and sustainable operation.

#### Required Education, Skills, Abilities and Experience:

Applicants should be interested in pursuing a career in Agronomy, Conservation and Natural Resource Management, Environmental Science, Soil Science, Soil and Water Conservation Technology or closely related field. Applicants should have excellent verbal and written communication skills. Applicants must be 18 years of age, have a valid driver's license, must be able to lift at least 70 pounds, and be able to walk over rough terrain.

#### Duties and Responsibilities:

- ❑ Assist with the SWCD Irrigation Scheduler Program
- ❑ Assist with County Ag Inspector Program. This will include site inspections and mapping of noxious weed infestations.
- ❑ Assist with the SWCD Shoreland Restoration and Buffer Program.
- ❑ Assist with the Conservation Tree and Seeding Programs.
- ❑ Assist with producer & community education and outreach efforts.
- ❑ Assist with equipment rental programs and maintenance of equipment as needed.
- ❑ Keep Manager informed of weekly activities.

East Otter Tail Soil and Water Conservation District is an Equal Opportunity Employer

- Performs other duties and responsibilities as assigned.

**Application Procedure:**

Applicants must submit a cover letter, resume, and a completed East Otter Tail SWCD application for employment. The applications can be found at [www.eotswcd.org](http://www.eotswcd.org) , they can be picked up at 801 Jenny Ave SW, Suite #2, Perham, MN 56573 or they may be mailed or e-mailed to applicant by calling (218) 346-9105 or sending an e-mail message to:[darren.newville@eot.mnswcd.org](mailto:darren.newville@eot.mnswcd.org). Individuals selected for interviews will be contacted by phone. **Application deadline is 4:00 pm, March 21st, 2025.**

**Condition of Announcement** – The East Otter Tail SWCD reserves the right to make changes to the content of this position without notification and may at any time withdraw the announcement.