



Wetland Conservation Technician

Full-Time, Temporary Ducks Unlimited Contract Position, October 2019 – January 2021
(dependent on available funding, position may extend beyond January 2021)

Application Deadline: 23 August 2019

Work Area:

Position Location: USDA – Jackson MO – NRCS Wetland Emphasis Team 3

Position Overview:

This partnership position is being developed to contribute to wetland conservation priorities in Southeast Missouri, including the upper Mississippi Alluvial Valley. This region is a priority landscapes for migratory birds dependent on wetland habitats for all or part of their life cycle and includes waterfowl, large wading birds, secretive marsh birds, shorebirds, and migratory song birds especially during migration along the Mississippi Flyway and for overwintering populations of some species. The Natural Resources Conservation Service (NRCS), Missouri Department of Conservation (MDC), Ducks Unlimited, Inc. (DU), and the U.S. Fish and Wildlife Service (Service) recognize the value and need for additional staffing resources in this area to develop relationships with landowners, provide technical assistance for wetland development and management, and work with additional partners to achieve wetland conservation objectives. While each agency and organization has its own independent mission and goals, positions dedicated solely to improving wetland habitats on behalf of all conservation partners provides a unique opportunity to engage a wide base from agricultural to recreational landowners. The Wetland Conservation Technician will work with State and Federal field offices to assist with providing technical and biological expertise in the delivery of the NRCS Wetland Reserve Easement and CRP programs, the MDC Landowner Assistance Program, the DU Land Protection Program and the Service's Partners for Fish and Wildlife Program. The incumbent will provide both programmatic and technical assistance to private landowners. This is a full-time, temporary DU contract position, co-funded by the USDA-NRCS, MDC, DU, and the Service. Successful applicant will be a contract employee of DU's Great Lakes/Atlantic Regional Office in Dexter, MI, but will work collaboratively with DU, Missouri NRCS, MDC, and Service staff and will adhere to all subject conservation program policies and directives.

Annual Duties:

60%

- Provide programmatic and technical assistance for state and federal wetland conservation programs to private landowners;

- Conduct site visits to develop wetland habitat management plans and determine eligibility for USDA Farm Bill, DU land protection, MDC cost share, and Partners for Fish and Wildlife programs;
- Work closely with participating landowners to promote and enhance wetland conservation management to enhance water quality and wildlife benefits;
- Assist USDA, DU, MDC and the Service with required monitoring of various conservation program lands to ensure program intent is being met while also identifying other enhancement opportunities;
- Develop compatible use authorizations (CUAs) for approval under USDA-NRCS WRE Program;
- Use knowledge of general life history of terrestrial and aquatic species to develop tree planting plans, grass planting plans, water level management plans and moist soil/emergent marsh management plans matching plant and wildlife species to hydrology, topography and landform;
- Promote and encourage private landowners to participate in USDA Farm Bill programs along with the suite of other wetland-friendly conservation programs available to them as private landowners;
- Work closely with the NRCS Wetland Emphasis Teams (WET) and other conservation partner staff from each of the sponsoring agencies and conservation organizations to ensure wetland conservation programs are implemented on private land in a manner that maximizes the water, soil, waterfowl and other benefits of the programs;
- Coordinate with other conservation interests to effectively leverage conservation resources for delivery of conservation programs;
- Assist all involved agencies with wetland management workshops, promotions, and training.

30%

- Assist local WET and private landowners with applications, contracts and other documentation required for participation in all wetland friendly conservation programs;
- Provide support to MDC Private Land Conservationists and the Service's Partners for Fish and Wildlife Program Biologists with wetland creation/restoration projects funded through the MDC Landowner Assistance Program, the Conservation Reserve Program, and the Partners for Fish and Wildlife Program;
- Serve on a team to help create, enhance, and modify wetland conservation programs to increase product delivery;
- Submit monthly activity progress reports to include names of landowners receiving technical assistance, number of acres by county of wildlife habitat planned/improved, and staff time allocated to each program request (i.e., MDC LAP, PFW, CRP, WRE, DU Land Protection Program etc.);
- Annual summary report of activities;
- Assist with other wetland enhancement/restoration and private land duties as needed.

10%

- Expand knowledge of wetland/riverine systems and further develop technical skills to support the design and management of wetland communities by participating in available training/educational opportunities.

Knowledge, Skills and Abilities:

- Working knowledge of wetland systems, including identification skills of wetland associated flora and fauna;
- Knowledge of principles used in the management of migrating waterfowl;
- Specific knowledge in writing and delivering wetland habitat management conservation plans;
- Knowledge of Microsoft Office and ArcGIS software;
- Knowledge of the USDA Wetland Reserve Easement and CRP programs, the MDC Landowner Assistance Program, the DU Land Protection Program, and the Service's Partners for Fish and Wildlife Program;
- Ability to work effectively both independently and as a member of a team;
- Ability to effectively plan, organize and prioritize work activities and complete tasks to meet deadlines;
- Ability to prepare and present information on conservation programs to peers and the public;
- Possess strong personal skills in order to effectively communicate with private landowners, USDA staff, other wildlife professionals and the general public;
- Possess good writing skills for preparation of reports, management plans, etc.;
- Possess a valid driver's license and be willing to drive personal vehicle for federal mileage reimbursement rate.

Minimum Education and Experience Requirements:

- 4-yr. Bachelor of Science degree in natural resource conservation, agriculture, wildlife management, or a closely related natural resources field. At least 2 years of experience with the management of wetland systems is highly preferred.

Compensation:

\$37,000 per year, Wetland Conservation Technician will provide a minimum of 1,920 hours of time during the 12 month period. Monthly invoices must be submitted within five calendar days after the end of each month and will be paid within 30 days of receipt by DU. Please note, costs associated with contract fulfillment will be the responsibility of the Consultant as independent contractor, including, but not limited to meals, cell phone charges, and insurance premiums for workers compensation, bodily injury, property damages, motor vehicle insurance, and personal liability coverage. Specific insurance coverage to be provided by the Consultant can be found at the end of this announcement along with a sample insurance certificate.

Comments:

Duties may require infrequent overnight travel, both in and out of state. Duties may require field work in extreme weather conditions.

To apply:

Please submit cover letter, resume and two references with daytime telephone numbers; and **submit no later than 5 pm CST on 23 August 2019** to address below. For more information regarding this contract position, contact **Mark Flaspohler** at Office Phone (573) 234-2132, Ext. 178, Cell Phone (573) 356-1146, or email mflaspohler@ducks.org

Send cover letter, resume and references by mail or e-mail to:

Ducks Unlimited, Inc.
Attn: Mark Flaspohler
c/o U.S. Fish and Wildlife Service
101 Park DeVille Drive, Suite B
Columbia, MO 65203
mflaspohler@ducks.org

Insurance Requirements:

Insurance shall be purchased from and maintained with a company or companies lawfully authorized to do business in the state in which the Services are performed. Liability coverage shall include: independent contractors coverage and broad form contractual liability coverage. Such coverage shall insure claims that arise out of or result from the Consultant's Services under the Agreement, whether such Services are provided by the Consultant or by a subcontractor of the Consultant, or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable.

All insurance required is to be obtained and maintained by Consultant under the Agreement written on an occurrence basis: (1) name Ducks Unlimited, Inc., its officers, directors, employees, and agents as additional insured; (2) must be written as primary policy coverage and not contributing with or in excess of any coverage of which DU may carry; (3) must contain an express waiver of any right of subrogation by the insurance company against DU and its employees, officers, directors, and agents; and (4) must provide that the policy may not be cancelled unless DU shall have received thirty (30) days prior written notice of cancellation.

Before a contract will be issued, Consultant shall provide to DU, with the signed Agreement, a certificate of insurance evidencing that the required coverage listed herein is in effect (see attached Sample Insurance Certificate). Insurance shall be maintained without interruption from the date of the execution of the Agreement by the Consultant until the termination of the agreement.

DUCKS UNLIMITED, INC. IS AN EQUAL OPPORTUNITY EMPLOYER

It is the policy of Ducks Unlimited, Inc. to afford equal employment opportunity to all qualified persons regardless of race, color, religion, gender, national origin, military status, disability, age, or genetic information except where age or gender is a bona fide occupational qualification as allowed by the Civil Rights Act of 1964.

SAMPLE Certificate of DU Required Liability Insurance (Attached)

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

PRODUCER



THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED

ABC Company
1000 Court Ave.
Memphis, TN 38103

INSURERS AFFORDING COVERAGE

NAIC #

INSURER A: ATT Insurance Company
INSURER B:
INSURER C:
INSURER D:
INSURER E:

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A		GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	GL111120 'Independent Contractor 'Broad Form Property Damage, 'XCU, 'Blanket Contractual	7/1/05	7/1/06	EACH OCCURRENCE	\$ 1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 50,000
						MED EXP (Any one person)	\$ 5,000
						PERSONAL & ADV INJURY	\$ 1,000,000
						GENERAL AGGREGATE	\$ 1,000,000
						PRODUCTS - COMP/OP AGG	\$ 1,000,000
A		AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	BA456990	7/1/05	7/1/06	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
						BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT	\$
						OTHER THAN AUTO ONLY: EA ACC	\$
						AGG	\$
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE	\$
						AGGREGATE	\$
							\$
							\$
							\$
A		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	WC2467890	7/1/05	7/1/06	WC STATU-TORY LIMITS	OTH-ER
						E.L. EACH ACCIDENT	\$ 1,000,000
						E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
						E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
		OTHER					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

Ducks Unlimited, its officers, directors, employees and agents as additional insureds. Coverage must be primary and not contributing with or in excess of any coverage. Waiver of any right of subrogation against the Corporation and its employees, officers directors or agents

CERTIFICATE HOLDER

Ducks Unlimited, Inc.
1220 Eisenhower Pl.
Ann Arbor, MI 48108-3281

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

ADDITIONAL INFORMATION

DATE (MM/DD/YY)

COMPANIES AFFORDING COVERAGE

COMPANY

E

COMPANY

F

INSURED

COMPANY

G

COMPANY

H

TEXT

Contractor agrees that it will indemnify, defend and save Corporation harmless from and against all losses and all claims, demands, payments, suits, actions, recoveries, judgements, costs and expenses of every nature and description brought or recovered against the Corporation or expended by the Corporation, including the payment of attorneys' fees arising from the performance by Contractor, any Subcontractor, and/or their respective employees, agents, servants and assigns of Contractor's obligations under this Contract.

CERTIFICATE HOLDER

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