



Stearns Conservation District

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

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

Join the Stearns Conservation District Team!

- Position Title:** Conservation Planner
- Position Location:** Stearns Conservation District
110 Second Street South, Suite 128
Waite Park, MN 56387
- Hiring range:** \$26.36/hr to \$36.54/hr (dependent upon experience)
Full salary range up to \$52.11/hr
- Benefits:** Medical/dental/vision coverage (single or family), PERA, vacation/sick/holiday leave
- Application Deadline:** Monday, July 27, 2026
- Interview Date:** Monday, August 10, 2026 (selected applicants only)

General Description: The conservation planner is a full-time, permanent position responsible for promoting, accelerating enrollment in, coordinating, and implementing conservation programs in Stearns County. This professional role requires a strong interdisciplinary background in natural resource planning, environmental problem assessment, and the application of conservation practices, especially irrigation water management, grazing management, nutrient management, cover crops and residue management. There is the potential to assist with planning for structural erosion control practices and water storage.

Minimum Qualifications:

Candidates must have a bachelor's degree or equivalent work experience with a major study in biological or ecological sciences, agronomy, soil science or similar field of study. Course work in soils hydrology and agronomic subjects is desirable. Certified Crop Advisor certification is preferable.

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.
- Agricultural background is preferred.

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 adhere to programmatic deadlines, and items under "Duties and Performance Requirements" listed below.

- Provide technical assistance to agricultural producers and other rural landowners, to design and implement conservation plans using the NRCS 9-step planning process or equivalent, such as the MN Agriculture Water Quality Certification Program (MAWQCP) assessment.
- Engage in conservation planning, program promotion, contract coordination, site assessment, and reporting for all conservation programs such as the environmental quality incentives program, regional conservation partnership program, conservation contracts, clean water funds, and watershed-based initiative funding.
- Obtain job approval authority for various ecological sciences practices, including but not limited to cover crops, nutrient management, grazing, irrigation water management, and residue management.
- Prepare contracts and payments for SCD board approval.
- Complete MAWQCP assessments, certifications, and reviews.
- Assist with special projects such as monitoring, research, field demonstration projects, and outreach events.
- Document conservation practices and resource concerns, including by utilizing Conservation Desktop, and MAWQCP assessment tool.
- 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 65% of the time and 35% 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 21 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 leads 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.

Apply now by submitting to 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.