**Intern**

The Morton County Soil Conservation District (MCSCD) is a political subdivision headquartered in Mandan, ND. The MCSCD is governed by a board of three elected and two appointed supervisors and currently has three full-time employees: A District Secretary, a District Technician, and a 319 Watershed Coordinator. Employees at MCSCD work with landowners and producers to help incorporate conservation practices into existing systems through voluntary programs.

The seasonal/temporary position will assist the District Technician, District Watershed Coordinator, and District Secretary with job duties as needed. Hours will range from 10-40+ per week, depending on work availability. Some of the job duties include, but are not limited to:

Assist in stocking and storing trees in coolers

Manage and care for tree stock

Assist with tree plantings

Operate ATV and/or tractor

Transport equipment and machinery using enclosed and flatbed trailers

Collect biologic samples, such as water, soil, and manure

Use a Trimble GPS

Help monitor and checkout practices

Map practices and plans in ArcGIS/Toolkit

Assist in putting together Tree Planting, Grazing, and other conservation plans

Handle payment for services provided

Participate in the organization and planning of field tours, workshops, educational activities, and achievement programs

Help to prepare and format quarterly newsletters

Attend training sessions when approved by the district board of directors

Report monthly to the district board of supervisors on activities and accomplishments

General office work- filing, mailing, filling out forms, answering phones, etc.

Perform other related duties as requested by the district board of directors

**Last date to apply**: April 1st, 2021

**Requirements**: Valid Driver’s License

Applicants may be required to submit to drug tests and a federal background check

Must be able to lift a minimum of 50 lbs.