



1101 11<sup>th</sup> Ave, Helena, MT 59601 | 406-443-5711 | [www.swcdm.org](http://www.swcdm.org)

## **2018 Term and Summer Positions at the USDA-NRCS Plant Materials Center at Bridger, Montana**

The Soil and Water Conservation Districts of Montana (SWCDM) seeks applicants for six (2 term and 4 summer) positions at the Bridger Plant Materials Center located in Bridger, Montana. The work relates to agronomic seed production of numerous native grass and forb species and associated duties including production planning, field preparation, planting/seeding, general maintenance, weeding, irrigating, seed harvesting, seed processing, data collection and entry, and other duties as assigned.

Applicants are requested for the following positions:

- I. **Biological Technician/Farm Hand (one position):** From mid-May through December 31, 2018, 40 hours per week. High school diploma required, college degree in agronomy or related field desirable. Extensive demonstrated irrigated row-crop experience required, including skill operating farming equipment such as high horsepower tractors, cultivators, rototillers, swathers, combines, mowers, and more. Experience growing annual cereal grains or perennial grass seed crops highly desirable. This position provides leadership in outdoor field operations involving grass and forb seed production fields including moving and setting irrigation pipe, hand weeding, hand harvesting, processing of seed, and maintenance of facilities including sweeping, cleaning, painting and other related duties. Ability to accomplish work conducted under prevailing environmental conditions including hot, dry, dusty conditions required. Ability to lift and haul up to 40 pounds required.
- II. **Administrative support (one position).** From mid-May through December 31, 2018, 40 hours per week. High school diploma required, college degree preferred. Demonstrated skill and experience using software such as Word, Excel, PowerPoint, Publisher, and other related Microsoft Office or Apple programs. Demonstrated skill collecting, transposing, and entering data, using email and fax, and with general office administrative functions and project coordination needed.
- III. **Summer Field Laborers (4 positions).** From mid-May through approximately August 31, 2018, 40 hours per week. High School diploma required, college coursework or college degree given priority consideration. Experience in irrigated row crop production and native seed production and maintenance desirable. This work involves extensive outdoor fieldwork in grass seed production fields including moving and setting irrigation pipe, hand weeding, hand harvesting, processing of seed, and maintenance of facilities including sweeping, cleaning, painting and other related duties. Ability to accomplish work conducted under prevailing environmental conditions including hot, dry, dusty conditions required. Ability to lift and haul up to 40 pounds required.

**To Apply:** Submit the following application materials to: [hiring@macdnet.org](mailto: hiring@macdnet.org) by Friday, May 11, 2018 at 5 p.m. MDT for initial consideration; positions shall remain open until filled. Please put "Bridger PMC Position" in the Subject line.

Application materials:

- Letter of intent indicating the position(s) you are applying for
- Resume with three references
- Copy of your high school diploma or college transcript (if applicable)
- Summer laborer applicants must have a valid driver's license and submit a calendar of availability (start and end dates) and any anticipated leave dates.

For more information, contact Ann McCauley at [ann@macdnet.org](mailto: ann@macdnet.org) or 406-443-5711.

SWCDM is an equal opportunity employer.