

# ANCHORAGE SOIL & WATER CONSERVATION DISTRICT

## We are Hiring! **Natural Resource Specialist**

The mission of the [Anchorage Soil and Water Conservation District](#) is to help people care for our forests, land, and water. ASWCD is a member of the [Alaska Association of Conservation Districts](#). Conservation districts originated during the Dustbowl era as a response to environmental degradation. Since before statehood, Alaska conservation districts have been specifically tasked with helping landowners conserve soil, water, and other natural resources. We aim to empower local communities by providing education, resources, and technical assistance for conservation practices.

**Job Summary:** The Natural Resource Specialist will work directly with the ASWCD District Manager to build connections between local agricultural and native plant producers in Anchorage and develop in-house expertise in conservation assistance and Natural Resources Conservation Service programs. You will operate our native plant nursery and provide soil and water resource-related technical assistance to urban agricultural land users.

### **Essential Duties:**

1. Provide technical assistance to producers and landowners on agricultural practices, including native plant production.
2. Manage our native plant nursery, including planting, watering, and troubleshooting issues. Develop a maintenance schedule for each planting site which makes efficient use of staffing resources and minimizes travel time.
3. Recruit volunteers to help with watering, weeding, planting, and general maintenance.
4. Provide outreach to select classrooms interested in native plant production.
5. Participate in relevant local and online partnership meetings for resource conservation and information sharing.
6. Provide support to producers and landowners on the implementation of conservation practices from design through certification.
7. Assist producers and landowners with enrollment in NRCS agricultural and conservation programs.
8. Provide information, promote opportunities by speaking at events and conferences, creating displays, etc.
9. Write program reports and updates and present to the ASWCD Board on the project's progress.
10. Assist in the development and implementation of long-range district plans and annual plans of work.

Minimum qualifications:

- Horticultural skill and strong interest in native plants, urban agriculture, and public outreach on these topics.
- Experience collaborating with diverse partners to implement a project.
- Excellent oral and written communication skills; able to write clear and concise reports.
- Ability to organize and prioritize tasks and to adapt as circumstances change.
- Ability to solve problems, work independently and as a team member, and to self-motivate.
- Willing to work outdoors in all types of weather.
- Ability to keep accurate, detailed plant propagation records.
- Demonstrated computer skills necessary to use and create documents and reports, spreadsheets, workshop materials and slide presentations. Proficient use of Google Workspace required.
- Must be in good physical condition with the ability to lift and move up to 50lbs. This position will also be performing physical activities such as lifting, balancing, walking, stooping, bending, and handling materials.
- Ability to attend occasional evening and weekend events.
- Positive, professional growth mindset.
- Must hold a valid driver's license.
- Successfully complete an I-9 Employment Eligibility Verification Form.
- Successfully pass a background check.

Desired qualifications (our ideal candidate would have):

- You are a go-getter, resourceful, take responsibility for your work, and lend a hand in the efforts of a small, dynamic team.
- Bachelor's degree in a preferred field of study that relates to this position, such as agriculture, natural resources, botany, physical/earth science, agronomy, soil science, forestry, agricultural/environmental engineering, ethnobotany.
- A strong background in horticulture, including plant selection, propagation, soil preparation, control of environmental variables, Integrated Pest Management, harvest, and transport.
- Understanding of soil and water conservation theories, principles, techniques, and practices.

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- Ability to gather and synthesize information from diverse sources, think critically, and make recommendations about our program. Willing to learn grant writing and project management skills.
- Handy with tools and able to imaginatively solve horticultural problems.
- Knowledge of southcentral Alaska native plant species, communities, successional patterns, and ecological associations.
- Knowledge of culturally important plants for southcentral Indigenous people.
- Knowledge of plant species and techniques used for restoration and revegetation.
- Committed to producing high quality plant nursery products.
- Experience recruiting, organizing, and motivating volunteers.
- A vehicle that can be used for work, with mileage reimbursement.

**Hours, Wages, and Benefits:** This hourly position will start at 30 hours per week and \$25-27 per hour DOE. While funding is presently available for 30 hours/week, the ASWCD is actively seeking funding to make this a full-time position. At this time, we do not offer health insurance or retirement benefits; we do offer PTO, holidays, flexible schedule, and a wellness stipend. Our office is located at 911 West 8th Avenue, Suite 101, in downtown Anchorage.

## We also provide:

Training in outreach and education, native plant propagation and care. If future grant proposals are successful, we aim to provide comprehensive training in conservation planning, with the potential for expanding hours.

## To apply:

Please submit a resume and cover letter to [info@anchoragewcd.org](mailto:info@anchoragewcd.org). Please use your surname in the file names. The position will remain open until it is filled, with the first review of applications beginning around January 5, 2026. Short-listed applicants will be asked to provide references.

Anchorage SWCD is an equal opportunity employer.