

Conservation District Watershed Specialists

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What is a Conservation District Watershed Specialist (CDWS)?

- **Employee of the County Conservation District**
- **Provides technical assistance to nurture the development of watershed organizations and improve the quality & quantity of the Commonwealth's surface & groundwater resources.**

Rooted in PA's NPS Management Program 1999 Update

The idea for CDWS originated to help reach Milestone J in AG Action Plan: (394-2000-002/Sept1999/page21/Sec.I)

“A state-wide system of conservation districts with trained staff to implement programs at the local level to minimize nonpoint source water quality impacts by 2004.”

Currently there are 66 Conservation District Watershed Specialists in Pennsylvania!

**Watersheds in Carbon County are
without a Conservation District
Watershed Specialist.**

Conservation District Watershed Specialist Position “Nuts & Bolts”

- **Growing Greener Contract**
- **Job Description**
- **General Statement of Duties**
- **Deliverables**
- **Simplified Budget (20% Match)**
- **Individual Development Plan**
- **Training Responsibility/Options**

DEP-CD Growing Greener Contract

Sample included in your folder

- **Contract agreement & various attachments/exhibits including:**
- **Scope of work=job description**
- **Deliverables**
- **Simplified budget**

Scope of Work = *Job Description*

All CDWS contracts have the same:

- **GENERAL STATEMENT OF DUTIES**
- **DELIVERABLES FOR RESULTS-BASED FUNDING OF WATERSHED SPECIALISTS**

Other parts of the CDWS job description are customized to fit each contract.

GENERAL STATEMENT OF DUTIES

“Provide technical, informational and organizational assistance that will improve the watershed organization development and the quality and quantity of the Commonwealth’s surface and groundwater resources.

The focus of this work relates to watershed assessment, procurement of funding, technical assistance and the creation, implementation & coordination of work plans and strategies to restore and protect groundwater and surface water resources.

GENERAL STATEMENT OF DUTIES

- **The Watershed Specialist is a resource to both the public and private sectors and is under the direct supervision and is accountable to the Conservation District Board of Directors where the position is located.”**

Deliverables for Results-Based Funding

- **Educational Activities**
- **Watershed Activities**
- **Attend Pertinent Training**
- **Monthly Report to the CD Board**
- **Report Quarterly in CDWS Database**
- **Work closely with DEP Watershed Manager on proposals & projects**
- **Identify improving streams and lakes**
- **Assist DEP with TMDL data collection**

Watershed Activities

- **Restoration, protection, planning, & maintenance**
- **Watershed monitoring & assessment; data collection for plan development or implementation, TMDL**
- **Demonstration site development**
- **Formation of local watershed association or watershed council**
- **Other**

Examples of some “Other” Watershed Activities

- Stormwater management
- Floodplain management
- Land use regulations
- Well-head protection
- Ground water protection
- Erosion & sedimentation control
- Nutrient management/trading
- Wetland restoration

Simplified Budget

- Contract provides 80% up to max of \$32,000/yr

- Funding Categories include:

Salaries/Benefits

Travel

Equip/Supplies (for position only)

Administration (up to 5%)

Contractual

Other (registrations, etc.)

Total Grant Request

20%Match

Reimbursement

- Invoicing can be monthly or quarterly.
- Each invoice must be accompanied with:
 - Receipts, payroll info, etc
 - Monthly Report(s) to the CD Board
 - Quarterly entry in CDWS Database

Individual Development Plan (IDP)

- **Tool to assist the District Manager and the CDWS in determining which skills are needed to adequately perform the duties of the CDWS.**
- **The IDP can then be used as guidance or basis for justification when presenting training requests to the CD Board for approval.**

Training

- **DEP is responsible for providing adequate training opportunities.**
- **The Conservation District is responsible for seeing that the CDWS attends the necessary training.**

DEP Provided Training Options

- **Watershed Academies**
- **Training Courses Offered by DEP**
- **CDWS Coordinated Local Training Supported by PACD's Section 319 Grant for Nonpoint Source (NPS) Education & Outreach**

CD Coordinated Local Training

- **Provide technical training options to enable the Conservation District staff and others to develop the skills necessary to address their local nonpoint source challenges.**
- **PACD through their Section 319 grant for NPS outreach & education can provide financial support for CD technical staff training efforts (for materials, lunch with proper justification, etc.)**

CD & DEP Priorities

- “Watershed Specialists are an invaluable connection to restoring watersheds and promoting environmental protection at the local level---helping us achieve continued success in cleaning up the environment and revitalizing our local communities.”

Governor, July 10, 2006