

JOB VACANCY NOTICE

Woodbury County, Iowa, a governmental unit as prescribed by the Iowa Code, will accept applications in Room 701 of the Woodbury County Court House, 620 Douglas Street, Sioux City, Iowa for the following position:

TITLE: Conservation Executive Director
Woodbury County Conservation Board

SALARY: Exempt \$87,221-\$112,221/year
(Based on Experience)
(Plus Benefits)

ESSENTIAL FUNCTIONS:

Under general direction of the Conservation Board, develops, directs and evaluates the administrative, recreational and educational services, operations and maintenance, capital development and improvement programs for the Board. Serves as Chief Administrative Officer. Supervises designated personnel. This position is under the direct authority of the County Conservation Board.

APPLICANTS MUST MEET THE FOLLOWING REQUIREMENTS:

Bachelor's degree from an accredited college or university with major course work in park administration, fish and wildlife biology, or a related conservation field, and five (5) years administrative or management experience in parks or conservation programs.

Master's degree in Public Administration or related field preferred.

Ability to understand the natural resource and recreation needs of the community and formulate recommendations for the acquisition and development of public resource lands, facilities and programs to meet those needs. Knowledge of all policies, methods, procedures and regulations of the conservation board as well as state laws. Knowledge of materials, methods, and techniques utilized in construction and maintenance activities.

Must possess a valid Iowa drivers license. **A completed County application form, a resume and a cover letter are required.**

Candidate for hire must successfully pass background checks, a physical exam and drug screening prior to employment. Woodbury County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will consider reasonable accommodations for qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the Employer.

Applicants for employment should contact the Human Resources Dept., Room 701, of the Woodbury County Court House between the hours of 8:00 a.m. to 4:30 p.m. for further information. Applications should be submitted no later than: **4:30 p.m., Friday, June 23rd 2017.** www.woodburycountyiowa.gov

Woodbury County Court House
Human Resources Department, Room 701
620 Douglas Street
Sioux City, Iowa 51101

EQUAL OPPORTUNITY EMPLOYER