	County Soil & Water Conservation Distr								
	Technical Assista	nce Employee	Performance Ev	alu	ati	ior	)		
Fiscal Year: Emp		oloyee:	Position:						
Instru	ctions: Rate employee's perfo	rmance in each sectior	below based on the scale	belo	ow.				
1	2	3	4		5				
Poor	Unsatisfactory	Satisfactory	Very Satisfactory	Outstanding			5		
sectio	trict staff duties vary from cou on. ion 1: Customer Interac	•	ake away job duties as nee	eded	. De	lete <sup>.</sup>	this		
	Fd	:: - - -	at a literatural traditions also	1		3	4	_	
A	A Educating cooperators of available programs and guidelines including the benefits of such programs and making suggestions that would benefit the						4	5	

Maintaining contact with landowner and checking progress of work;

Presenting projects to the District Board and obtaining all signatures

Coordinate with Archaeologists, Biologists, and Engineers as required and

Maintain financial information on Grant Funds awarded and allocations.

addressing concerns as they arises during construction

required to move forward with the project

relay information to and from the cooperator.

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## **Section 2: Technical Duties**

C

Ε

Α	Creating and maintaining landowner file folders. Updating project		2	3	4	5
	information, and maintaining a communication log.	_	4	3	7	)
В	Map creation and planning of projects using GIS software.		2	3	4	5
С	Understanding all applicable TDA and NRCS programs available and	1	2	3	4	5
D	payment procedures.  Ensures all conservation practices are installed according to NRCS Standards	1	2	3	4	5
	and Specifications.	1	2	٦	7	,
E	Writing and administrating contracts including the gathering of all	1	2	3	4	5
	information.					
F	Lesson plan and teach relevant conservation and water/soil quality	1	2	3	4	5
	materials to farmers, residents, and children as requested by TDA and the					
	Department of Education.					

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## Tennessee Department of Agriculture Land and Water Stewardship 424 Hogan Rd Nashville TN, 37220

G	Be familiar with and explain a wide variety of in-field too the trade including, but not limited to: slake tests, rainfa scape, soil tunnel, infiltration tests, slump tests, water p compaction meter, survey wheel, survey transit, and las	all simulator, enviro- ressure gauges,	2	3	4	5
Н	Obtain and maintain training is all areas as required by standards.	NRCS and TDA 1	2	3	4	5
Comr	aments:					
Employee Signature Title			Dat	e		
Super	ervisor Signature Title		Dat	e		
Board	rd Chairman Signature Title		Dat	·e		

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