

Missouri Department of dnr.mo.gov

NATURAL RESOURCES


Michael L. Parson, Governor

Dru Buntin, Director

**MEMORANDUM
2022-013**

DATE: March 29, 2022

TO: All Soil and Water Conservation Districts

FROM: Kurt Boeckmann, Director 
Soil and Water Conservation Program

SUBJECT: District Specialist Progression Line and Intern Rate of Pay

Effective April 1, 2022, there is a new state stipend for some levels on the progression line. With this adjustment and the previous adjustment January 1, 2022, the state stipend for each level on the progression line has been adjusted to reflect a minimum increase of 7.5% above the stipend that was in effect on July 1, 2021. The adjustments to the progression line stipends is reflective of the adjustments for state employees. The updated progression line is attached and on the SWCD intranet site.

The salary increase for the second adjustment is effective April 1, 2022. Any payroll received in April for hours worked in March must be paid at the previous state stipend amount. The board must approve any increase in the employees' rate of pay during a board meeting and document the decision in the board's minutes. The program office will provide an updated allocation sheet to the SWCD reflecting the stipend increase. A Stipend Change Form does not need to be submitted for this increase.

The hourly rate for interns is increased to \$12 per hour effective April 1, 2022. Any hours worked prior to April 1, 2022 has to be paid at the \$10 per hour rate. The maximum 500 hours annually for the intern from state funds is still effective. If a district has a current intern, their allocation sheet will be adjusted to the new rate. As with other employees, any adjustment in the rate of pay to the intern must be approved by the board during a meeting.

If you have any questions, please contact your district coordinator. Thank you.

Attachment

DISTRICT SPECIALIST PROGRESSION

DS I

\$15.00/\$16.00*

DS II

\$16.00/\$17.50*

DS III

\$17.50/\$18.50*

DS IV

\$19.50/\$20.60*

1 year of service & SWCD
Employee Training

1 additional year of service, &
District Specialist Testing

3 additional years of service &
Plan, Design, and/or Report

*** Higher amounts reflected for each level are for shared employees**

District Specialist Testing (Must pass 5 of 7)

Conservation Practices
Soils
Survey
Conservation Planning
District Operations
Financial
MoSWIMS

Fulfill 2 out of 3 categories and attend Grazing School

Plan

Conservation Planner Level 1

Design

Engineering Job Approval (Level 2) **OR** Grazing Job Approval **OR** Nutrient Certification **OR** Ecological Sciences **OR** Streambank Assessment

Report

Document Management System

State stipend only increased at the quarter (July 1, Oct 1, Jan 1 or Apr 1) only after testing and years of service criteria has been met and appropriate forms received.