

SENIOR ENVIRONMENTAL RESOURCE TECHNICIAN

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class is responsible for researching, performing field work, collecting data, analyzing data and generating reports or study documents or otherwise overseeing the preparation of such reports or studies for various projects concerning matters of significant environmental importance to the County. An employee in this class also serves as a source of information on environmental matters. Additionally, the incumbent will perform some clerical and administrative duties in connection with the handling of the daily functions of the Ulster County Department of the Environment as well as correspondence and inquiries of the Ulster County Environmental Management Council. This position differs from that of Environmental Resource Technician by the increased complexity of job duties and the higher level of supervisory responsibility. The work is performed under the supervision of the Coordinator of the Department of the Environment with leeway allowed for the exercise of independent judgment and initiative in work methods. Supervision is exercised over the work of interns and youth workers over field and office work. Does related work as required.

TYPICAL WORK ACTIVITIES: The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.

Gathers and inputs data, information and documentation regarding environmental and site land use, hydrology, geology, soils, vegetation, wild life habitats and other natural resources;

Compiles data and creates and maintains GIS (geographic information system) datasets and creates GIS maps in support of projects;

Conducts field investigations to assist in natural resource identification and related infrastructure monitoring, and collects data using GPS units;

Participates in research, investigation, data analysis, data maintenances and report generation;

Trains and supervises interns and youth workers in field collections and project specifications for various projects;

Creates and provides training on environmental programs to Ulster County, municipal staff and other relevant stakeholders;

Organizes and helps to hold public or stakeholder meetings on relevant environmental matters;

Drafts and implements various contracts, resolutions and RFP(B)'s in support of projects;

Prepares or oversees the preparation of studies related to environmental resources;

Coordinates the exchange of information between the Ulster County Department of the Environment, the Ulster County Environmental Management Council and other councils and agencies;

Maintains a library of resource materials on environmental topics;

Performs research into, and reports on, possible changes to regulations, statutes or codes which impact environmental management and related activities;

Provides liaison with Federal, State, regional and local government officials and the public on environmental topics;

Manages field equipment;

Performs miscellaneous work, including response to public inquiries and FOIL requests in support of the operation of the Ulster County Department of the Environment.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge of the principles, practices, purposes and techniques used in environmental and natural resources planning and conservation management; good knowledge of the methods and techniques of collection and interpretation of data; ability to prepare and generate reports; ability to create GIS maps; ability to collect field data using GPS units; ability to supervise the work of others; ability to facilitate and organize meetings on relevant environmental matters; ability to present ideas clearly and effectively both orally and in writing; initiative; good judgment.

MINIMUM QUALIFICATIONS: Either:

- A. Graduation from a regionally accredited or New York State registered college or university with a Master's Degree in Environmental Studies, Environmental Engineering, Natural Resources Management, Natural Science or related field; **OR**
- B. Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree in Environmental Studies, Environmental Engineering, Natural Resources Management, Natural Science or related field and one (1) year of full-time paid, or its' part-time equivalent, experience in environmental resource research and identification, environmental planning, or similar experience; **OR**
- C. Graduation from a regionally accredited or New York State registered college or university with an Associate's Degree in Environmental Studies, Environmental Engineering, Natural Resources Management, Natural Science or related field and three (3) years of full-time paid, or its' part-time equivalent, experience in environmental resource research and identification, environmental planning, or similar experience; **OR**
- D. An equivalent combination of training and experience as indicated in A, B and C above.

Senior Environmental Resource Technician

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ULSTER COUNTY
6180 SR ENV TEC
Classification: Competitive
Grade: 16
Union: CSEA

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