

WETLANDS SPECIALIST

DEPARTMENT: Tioga County Soil & Water Conservation District
CLASSIFICATION: Competitive
SALARY GRADE: To be determined
ADOPTED: 01/10; Revised 08/10 Tioga Co. Personnel & Civil Service

DISTINGUISHING FEATURES OF THE CLASS: This position is responsible for managing wetland restoration projects within the Upper Susquehanna River Watershed region. Work is performed in accordance with Wetlands Protection laws and policies on local, state, and federal levels. The incumbent will interact with contractors, landowners, the Upper Susquehanna Coalition (USC), and the Tioga County Soil & Water Conservation District. Work is performed under direct and general supervision. Provides leadership and direction to field technicians involved with specific projects. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

- Assists in the development and design of USC wetland restoration projects by using knowledge of environmental planning and/or state and federal environmental regulatory requirements;
- Prepares construction schedule and determines labor and material requirements;
- Reviews permit applications for regulated activities;
- Prepares and issues permits in accordance with Section 401/404 of the Federal Water Pollution Control Act;
- Prepares report on application for review by USC;
- Meets with property owners/developers/contractors to review proposed work in regulated area and outlines application review-approval procedure;
- Conducts periodic site visits and monitors work in progress;
- Maintains wetland permit files and records;
- Performs site restoration plan development;
- Prepares various reports related to program activities.

FULL PERFORMANCE, KNOWLEDGE, SKILLS AND ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of environmental planning and construction; working knowledge of Federal Water Pollution Control Act and other applicable state and local regulations pertaining wetlands; working knowledge of surveying land for the purpose of design and construction; working knowledge of computer automated design (CAD) software; ability to effectively plan and schedule construction projects; ability to establish and maintain cooperative relationships with local officials, property owners, contractors, and the general public; ability to read and interpret laws; ability to prepare clear and concise letters and reports; tact; good observational skills; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in Forestry, Natural History, Ecology, Hydrology, Environmental Science, or closely related field **AND** two (2) years of full-time experience (or its part-time equivalent) in the field of natural resource design and construction or closely related field.

SPECIAL REQUIREMENT: Possession of an appropriate level New York State driver's license at time of appointment.