

Jurisdiction: Oneida County Water Board
Jurisdictional Class: Competitive
Adopted: 03/28/00
Revised: 07/13/00

WATERSHED COORDINATOR

DISTINGUISHING FEATURES OF THE CLASS: This is a professional level position requiring the application of watershed and land management skills to insure water quality control for the Upper Mohawk Valley Regional Water Board. The employee is responsible for the coordination of the watershed pollution control planning program through its development, implementation, and monitoring. The incumbent will be responsible for an accurate and reliable Geographical Information System (GIS) for watershed monitoring purposes. The work is performed under the general direction of a higher level staff member, with wide leeway given to perform duties and responsibilities. The employee exercises considerable independent initiative and judgement in development of the program and its implementation. The incumbent is Supervision is not a function of this position. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Coordinates and develops a pollution control planning program for the Hinckley Reservoir watershed;

Develops an inter agency effort to establish a watershed planning program;

Responsible for data acquisition and map production;

Reviews plans and makes recommendations regarding county participation in the implementation of individual watershed plans;

Prepares pollution control plans as required;

Assists the Water Quality Department with administrative and technical activities necessary for the adoption and implementation of rules and regulations relating to water pollution control;

Presents technical materials to the public, citizen associations and property owners;

Researches and prepares rules, regulations, procedures and technical reports relating to the control of storm water runoff and the prevention of pollution from entering water bodies;

Reviews, inspects and develops plans for the elimination or control of pollution affects of storm water runoff from residential and commercial areas, roads and roads, and construction sites;

Provides technical assistance and training to Watershed Field Specialists data collection;

Works with data management, water quality, and engineering staff to apply the system to the water and watershed's unique characteristics;

Works with the United States Geological Information Service, Department of Health, Department of Environmental Conservation, and University Repositories in acquiring and entering data necessary to development a sound GIS system;

Adds data to the GIS program;

Prepares and follows up on reports to regulatory agencies with respect to the conditions imposed by permit of the agencies and data gathered at public presentations concerning the watershed program;

Uses a microcomputer to analyze data and prepare reports.

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FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the principles and practices associated with storm water management, erosion and sediment control; good knowledge of the principals and practices associated with pollution, control planning and soil/water conservation; good knowledge in the use of personal computers, automated mapping systems and geographic information systems; working knowledge of climatology; working knowledge of the principles and practices of land use; ability to analyze factual data and prepare graphs, diagrams, and reports using a personal computer; ability to analyze and organize complex data and prepare records and reports; ability to develop effective working relationships and deal diplomatically with the public, and other work contacts; ability to express oneself clearly and concisely, both orally and in writing; ability to exercise discretion and sound judgment;

MINIMUM QUALIFICATIONS: Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree in Environmental & Resources Economics, Environmental Engineering, Environmental Management, Resource Management, Environmental Science, Biological Science, or Landscape Architecture or a closely related field **and** one (1) year experience in operating and maintaining a Geographical Information System (GIS) in the management of a watershed.

NOTE: Verifiable part-time experience will be pro-rated toward meeting full-time experience requirements.

SPECIAL REQUIREMENTS: Certain assignments made to employees in this class will require access to transportation to meet field work requirements in a timely and efficient manner.