

WATERSHED PLANNING COORDINATOR

439-P

DISTINGUISHING FEATURES OF THE CLASS: This position is responsible for the development and implementation of the stream restoration planning and outreach projects focused on protecting, enhancing and restoring riparian areas in the Rondout and Neversink Basins of the New York City Watershed. The incumbent will work in coordination with peer staff in other West of Hudson watersheds to assure the effectiveness of the outreach and conservation projects including but not limited to, consistency in messaging and best practices for buffer improvement and protection; application of state of the art practices; program and project monitoring and evaluation; and reporting. Work is performed under the general direction of the Sullivan County Soil and Water Conservation District Manager or designee with wide leeway and independent judgment for performing the functions of the position.

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.*

Works in close collaboration with the Stream Program Coordinator and staff to provide assessment, programmatic and outreach support for stream management, planning and implementation, including grant programs for flood hazard mitigation and education programs for multiple stakeholders in the Towns of Denning and Neversink;

Assists in watershed-wide development and coordination of education and outreach initiatives;

Collects field data from elevation surveys and GPS inventories, processes and integrates into ArcGIS or similar software to support the identification, prioritization, design and implementation of stream/river restoration projects, including invasive species management;

Performs field work, including but not limited to, stream inventory and data collection, assessment of geomorphic stability and ecological health of streams, vegetation monitoring, Japanese knotweed monitoring and experimental treatments projects, and re-vegetation of streamside buffers;

Uses surveying equipment for field-collection of geomorphic stream data;

Organizes and converts field-collection data into usable format for archival use and/or reporting;

Works with private landowners to assess stream health conditions for the establishment of river projects at eligible locations; monitors the project success and prepares reports;

Organizes and maintains plant material stock for use in buffer or restoration projects;

Directs field intern crew seasonally to plant, pot and weed native nursery stock;

Develops and implements intensive educational and outreach program focused on best practices for stream stewardship including the development of written, web/social media and workshop materials;

Assists in the preparation and procurement of landowner agreements, sub-contractors and materials and supplies as needed;

Annually develops and updates two-year action plans outlining project priorities and schedules;

Compiles data and prepares reports;

Assists with on-site supervision of stream restoration construction projects including recordkeeping for permit compliance, erosion and sediment control management, materials specifications and proper installation techniques;

Attends meetings, conferences and other functions as required;

May facilitate or assist with workshops and public meetings;

Performs other duties as needed.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Thorough knowledge of statutory and regulatory requirements related to the maintenance of the watershed area; thorough knowledge of applicable state, federal, and local rules, regulations and laws pertaining to stream work; good knowledge of the watersheds and tributaries which are a part of the watershed area; good knowledge of principles, practices, and techniques used in environmental, natural resources, and conservation management; good knowledge of local, state and federal programs and legislation concerning the environment and its protection; working knowledge of the methods and techniques used in collecting and interpreting data; working knowledge of GIS/GPS, differential leveling, total station survey, and engineering design, equipment and software; ability to undertake physical labor involving lifting up to 50 pounds; ability to walk on uneven surfaces and uphill; ability to use surveying equipment for field collection of data; ability to use computer applications including, but not limited to PowerPoint, Word, ArcGIS, Excel; ability to maintain records and prepare reports; ability to present ideas clearly both orally and in writing; ability to provide guidance in the mediation of disputes and conflicts; ability to explain information to the public with clarity; initiative; and good judgment.

MINIMUM QUALIFICATIONS: Either:

- A. Graduation from a New York State registered or regionally accredited college or university with a Master's Degree in natural resource management, forestry, landscape design or architecture, natural science, environmental science or engineering, hydrology, hydrogeology, environmental policy and/or management, public administration, sustainability, ecology, conservation, biology, or related field; or

- B. Graduation from a New York State registered or regionally accredited college or university with a Bachelor's Degree in natural resource management, forestry, landscape design or architecture, natural science, environmental science or engineering, hydrology, hydrogeology, environmental policy and/or management, public administration, sustainability, ecology, conservation, biology, or related field and one (1) year of related work experience; or
- C. Graduation from a New York State registered or regionally accredited college or university with an Associate's Degree in natural resource management, forestry, landscape design or architecture, natural science, environmental science or engineering, hydrology, hydrogeology, environmental policy and/or management, public administration, sustainability, ecology, conservation, biology, or related field and three (3) years of related work experience.

NOTE: SPECIAL REQUIREMENT: *At the time of appointment and throughout employment in this title, candidate must possess and maintain a valid driver's license appropriate to the vehicles operated.*

NOTE: Your degree or credits must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree or credits were awarded by an educational institution outside of the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at: <https://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

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Last Reviewed: 7/22/19
Jurisdictional Class: Competitive
Public Hearing: N/A
NYS Civil Service Commission Approval: N/A

Placed in SC Personnel Classplan 7/22/19
Revised and Replaced in Classplan: 4/5/2023
Revised and Replaced in Classplan: 1/23/2025 (Edu)
Revised and Replaced in Classplan: 3/7/2025