

## CONSERVATION DISTRICT ENVIRONMENTAL SPECIALIST

DISTINGUISHING FEATURES OF THE CLASS: Work in this class involves the technical planning and implementation of conservation programs, services, and best management practices to protect and enhance soil, water, and related natural resources in Cattaraugus County. Incumbents of this class perform a variety of technical duties to assist agricultural producers and landowners, groups, organizations, and units of government related to the planning and establishment of various soil and water conservation practices. An incumbent must work cooperatively with various governmental agencies such as Cattaraugus County Department of Public Works (DPW), various local township municipalities, the USDA Natural Resources Conservation Service (NRCS), NYS Department of Agriculture & Markets (NYSAGM), New York State Department of Environmental Conservation (NYSDEC), and others in the implementation of all District Programs. Duties are performed under the general supervision of the Cattaraugus County Soil and Water Conservation District Field Manager following accepted conservation practices. Position will provide direct supervision over work crews/contractors during the construction of projects to ensure conformance with approved design. A Conservation District Environmental Specialist does related work as required.

### TYPICAL WORK ACTIVITIES:

- Assists municipalities and landowners with the management and filing applications for federal and state regulatory permits for conservation practices;
- Provides technical assistance to landowners and units of government including the survey, design, cost estimate, layout, and implementation and construction inspection of soil and water conservation practices;
- Coordinates the implementation of established planning and funding programs;
- Analyzes potential land use projects for their impact on soil, water, and other conservation resources and provides alternative or mitigating measures;
- Collects data and prepares surveys, maps, and specifications concerning potential conservation projects;
- Coordinates and implements assigned resource conservation, earned income and educational programs;
- Provides inventory and evaluation of natural resources and management activities, preparing natural resource conservation and development plans for public and private properties;
- Assists with established District earned income programs such as the tree and shrub sale, Ag. Value Assessment program, etc.;
- Develops erosion and sediment control plans for individual land users, both public and private;
- Assists District Field Manager with the management of annual contract programs including the Flood Control Operation & Maintenance Program, Streambank Restoration Program, and any other current or future contracted programs;
- Prepares work schedules, monthly reports, and program documentation as required;
- Assists with the District's conservation education programs including the county Envirothon, conservation tours, county fair display, etc. as assigned by the District Field Manager;
- Attends monthly District Board of Directors meetings and presents a report on conservation activities/work;
- May explain to the public the purposes, functions, and programs of the soil and water conservation district.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Working knowledge of materials and procedures used in the construction of erosion and sediment control practices, drainage systems, ponds, forests, and other conservation practices; skill in the use of survey instruments; ability to make engineering computations and use engineering tables; ability to interpret plans, charts, and drawings; ability to understand and carry out written and oral instructions; ability to effectively present the conservation program to interested parties; ability to compile and prepare reports; ability to analyze and organize complex data and to prepare records and reports concisely; ability to develop effective working relationships and deal diplomatically with the public, coworkers and other work contacts; ability to maintain records; mechanical aptitude; attention to detail; physical condition sufficient to perform the essential functions of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of a high school equivalency diploma **and either**:

A) Possession of at least a Bachelor's Degree in Agriculture Science, Wetland Science, Mechanical or Civil Engineering, Construction Technology, Environmental Science or Technology, Forestry Management, Natural Resources Conservation, Fish and Wildlife, Agronomy, Water Resources, Hydrology, or a related field AND (2) years of experience in Soil and Water Conservation, Wetland Delineation, or Environmental Permitting or a closely related field;

OR

B) Possession of an Associate Degree in Agriculture Science, Wetland Science, Mechanical or Civil Engineering, Construction Technology, Environmental Science or Technology, Forestry Management, Natural Resources Conservation, Fish and Wildlife, Agronomy, Water Resources, Hydrology, or a related field AND (3) years of experience in Soil and Water Conservation, Wetland Delineation, or Environmental Permitting or a closely related field;

OR

C) An equivalent combination of training and experience as defined by the limits of A) and B).

NOTE: Your degree 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 was awarded by an educational institution outside 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 New York State Civil Service website. You must pay the required evaluation fee.

SPECIAL REQUIREMENT: Possession of a valid driver's license at time of appointment.

CATTARAUGUS COUNTY CIVIL SERVICE

Adopted: 1/26/26