

CLASS TITLE:

**STAFF DIRECTOR
(WATER RESOURCES BOARD)**

Class Code: 02992600

Pay Grade: 37A

EO: A

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: Within the Water Resources Board, to direct and supervise the planning, engineering and geo-hydrological operations that will provide a comprehensive and integrated state program for the development, conservation and use of Rhode Island's water resources; to act for General Manager during his absence, and to do related work as required.

SUPERVISION RECEIVED: Works under the administrative direction of the General Manager with wide latitude for the exercise of independent judgement and initiative; work is subject to review through consultation and submitted reports to laws, policies, regulations, directives and agency objectives.

SUPERVISION EXERCISED: Plans, organizes, coordinates and reviews the work of a professional, technical and clerical staff.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To direct and supervise the planning, engineering and geo-hydrological operations that will provide a comprehensive and integrated state program for the development, conservation and use of Rhode Island's water resources.

To examine and evaluate plans for the development of new sources of water supply and the transmission of supplies to areas of use; to review, discuss and modify plans and specifications for improvements of water supply systems.

To inspect the work of various development projects in the field and review major construction of water resource projects within the state.

To direct the conducting of studies and to make conclusive recommendations to the General Manager concerning the optimum development, conservation and use of the state's water resources.

To direct and supervise field investigations for the determination of water flow, water level and water quality of all streams, ponds, lakes and other water resources within the state.

To make recommendations to public and private water authorities or other water supply units regarding the expenditure of local funds for the utilization, preservation and development of water supply sources.

To be responsible for establishing work standards in conformance with accepted professional thought and to develop work schedules for technical assistants.

To coordinate the functions of the Water Resources Board with various public and private interest groups concerned with providing service for the protection and utilization of the state's interest in water resources.

To supervise the control of expenditures of the Board within budget allocations; to plan activities and prepare annual and capital budget requests for review and approval by the General Manager.

To act for the General Manager during his absence.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPABILITIES: A thorough knowledge of the planning and development, principles and practices for water resources conservation and use; a thorough knowledge of water supply problems and techniques peculiar to Rhode Island; a thorough knowledge of existing Federal

and State programs related to water resources management; a high degree of skill and demonstration of administrative ability in planning, organizing and coordinating a water resource program for the State and a fundamental knowledge of the engineering computations, analyses and presentations of water supply; the ability to make oral and written reports containing findings, analyses, conclusions and recommendations; the ability to maintain effective working relationships with public and private officials, subordinates and general public; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: possession of a Master' Degree from a recognized institution in Planning, Engineering, Environmental Science, or a closely related field; and

Experience: Such as may have been gained through: employment in a responsible position involving the administration, preservation or control of a water resource program.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Revised: December 2, 1979

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