

CLASS TITLE: SUPERVISING ENVIRONMENTAL SCIENTIST

Class Code: 02511600

Pay Grade: 34A

EO: B

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To supervise complex programs and professional work in the various areas of environmental protection and to plan and coordinate the work of units engaged in such functions; and to do related work as required.

SUPERVISION RECEIVED: Works under the direction of a Division chief with wide latitude for exercising initiative and independent judgement.

SUPERVISION EXERCISED: Plans, coordinates, reviews and evaluates the work of first and second line supervisors and the work output of professional, technical and clerical personnel.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To plan, organize, coordinate and supervise complex programs and the professional work output of the various areas of environmental protection programs.

To develop and organize new environmental protection programs.

To assist in the formulation of legislation, implement established Department policy and as requested, review, comment and testify on proposed legislation.

To provide program direction, advice, assistance, and consultation on specialized scientific programs and problems.

To provide technical guidance, supervision and direction to supervisory personnel engaged in special projects.

To develop basic conceptual plans from which courses of may be derived and to manage environmental programs and solve problems.

To develop program grant proposals for submission to Federal agencies for funding.

To assign, instruct and supervise the work of other staff.

To make determinations on priority and policy problems.

To serve as a liaison between the Department and Federal, State, and other establishments, organizations and agencies; represents the Department in meetings with Federal, State, Regional, and local environmental agencies.

As required, to prepare and deliver general and technical papers at lay and scientific meetings and conferences.

To serve as project coordinator on special environmental projects which will be developed by program staff.

To review research proposals and recommend necessary courses of action.

To draft highly technical and policy related correspondence in the course of official duties and supervise other subordinates responses to Departmental correspondence.

To supervise and direct the preparation of clear, technically sound, scientifically accurate and comprehensive reports of environmental problems and ecological matters containing findings, conclusions and recommendations.

To establish and supervise the maintenance of essential records and files.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPABILITIES: A thorough knowledge of the principles, practices, procedures, and technology of the scientific field of concern; a thorough knowledge of the methods and techniques required in order to supervise a program of environmental management or regulations; the ability to acquire thorough knowledge of the federal environmental laws and regulations and those of Rhode Island; the ability to analyze, interpret and apply laws, rules and regulations; the ability to organize a staff to review scientific work, analyze environmental pollution and protection problems and develop appropriate methods for their alleviation; the ability to develop and organize work programs and oversee their accomplishment; the ability to assign, supervise and coordinate the activities of highly qualified specialists in a variety of scientific and engineering disciplines; the ability to direct staff to analyze and interpret highly technical reports and scientific documents related to the environment; the ability to supervise staff in preparation of scientifically sound papers, proposals, and technical correspondence; the ability to direct the maintenance of essential records and files; the ability to understand and carry out complex oral and written instructions; the ability to establish and maintain effective working relationships with Federal, State, local, private, and public agencies and organizations; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through; possession of a Masters Degree in one of the Physical, Biological or Environmental Sciences, Environment Engineering or in a closely related field; and

Experience: Such as may have been gained through; employment which involved responsibility for the supervision, guidance and direction of subordinates involving professional work in the field of environmental engineering, environmental sanitation, or an allied field.

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

Class Created: February 23, 1992

Editorial Review: 3-15-2003