

## **WATER RESOURCES MANAGER**

### **DISTINGUISHING FEATURES OF THE CLASS:**

This is a high level management position responsible for the development and implementation of water, sewer and watershed management plans and programs for Dutchess County. The incumbent is responsible to coordinate the development of comprehensive water and sewer management plans and programs for the County, coordinate the implementation of the programs, provide on-going oversight to the programs and to perform research and prepare studies and reports in related areas. Direction and guidance is received from the designated County task force or agency on water resources and sewer matters and from the County Executive's Office. Broad leeway is allowed for the exercise of personal judgment and initiative for establishing the methods and priorities for fulfilling the responsibilities expected of the position. Supervision of subordinate planning, technical and clerical support staff can be expected of this position.

### **TYPICAL WORK ACTIVITIES:**

1. Provides direct administrative and technical support to the designated County task force or agency on water resources policy and management for the development and implementation of county-wide water and sewer management plans and programs;
2. Conducts studies, performs analysis and recommends alternatives for long-term and short-term management of County water resources;
3. Develops and maintains inventories and maps of central water and sewer systems, groundwater supplies, points of significant water withdrawal and threats to water quantity and quality;
4. Monitors and reviews reports on regional and community water use and prepares projected estimates on water use and needs;
5. Acts as County liaison with federal, state and local agencies, committees and groups responsible for water resources and related matters;
6. Promotes coordinated and cooperative planning and action under guidance of the designated County task force or agency and the administration of the County;
7. Assists and provides direction to local municipalities in analyzing and resolving water resources management problems, and in coordinating the development of local regulations to protect water resources and to promote the expansion of central water and sewer systems;
8. Ensures County water resources policy and management activities are consistent with County Master Plan and local land use and development regulations;
9. Researches availability of and prepares applications for grants and other funds;
10. Does related work as required.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Thorough knowledge of the principles, practices and techniques of water resources planning and management; thorough knowledge of federal, state and regional legislation, programs and projects related to water resources planning and management; good knowledge of the institutional alternatives for providing services on an inter-municipal basis; good knowledge of municipal and private water distribution systems, sewage collection and treatment systems, hydrology, geology and natural resources; good knowledge of research, data collection and statistical analysis methods and techniques; good knowledge of the application of computer analysis and the development of management information systems for water resources planning and management; ability to learn the principles and techniques of supervision; ability to establish and maintain effective working relationships with a wide variety of people, including federal, state and local officials, private organizations, consultants and the public; ability to communicate effectively, both orally and in writing; initiative; good judgment; physical condition commensurate with the demands of the position.

**WATER RESOURCES MANAGER** (Cont'd)

**MINIMUM QUALIFICATIONS:**

Graduation from high school or possession of a high school equivalency diploma AND:

- EITHER:       (A)     Graduation from a regionally accredited or New York State registered college or university with a Master's degree in community, regional, environmental or water resources planning or hydrology or a closely related field AND two (2) years of professional work experience in the areas of water resources or environmental planning or management (significantly involved in the water resources area);
- OR:            (B)     Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in community, regional, environmental or water resources planning or water resources management or hydrology or a closely related field AND three (3) years of professional work experience as indicated in (A) above;
- OR:            (C)     An equivalent combination of training and experience as indicated in (A) and (B) above.

EV2102

ADOPTED:    01/01/89 (Water Resources Planner)