

LANDSCAPE ARCHITECT

DISTINGUISHING FEATURES OF THE CLASS:

This is a professional level position which provides technical expertise in the field of landscape design for Dutchess Community College. This position supports all campus and off-campus sites in the areas of planning and estimating, design and construction of all exterior areas. This person advises on a professional level concerning the feasibility and landscape design considerations of major renovations and/or new construction. General direction is received from a higher level administrator. Technical direction may be provided to staff involved in grounds maintenance and construction.

TYPICAL WORK ACTIVITIES:

1. Designs, plans and supervises exterior renovation projects and new construction and planting projects;
2. Recommends projects with justifications and budgets to be included in the Capital Project budget and campus operating budget;
3. Analyzes project sites for design purposes to ensure designs are incorporated into the landscape;
4. Prepares environmental impact statements and studies on environmental issues such as land-use planning;
5. Maintains Auto Cad data base for all exterior work adding and updating information as required, including telecommunications/computer information;
6. Coordinates with appropriate supervisors the permit process as it pertains to outside/underground projects;
7. Coordinates with utility companies to ensure cooperation with campus utility projects;
8. Initiates work orders for grounds repairs, providing all necessary drawings and specifications as required;
9. Coordinates all exterior projects with Supervisor of Grounds and all involved trades staff to ensure consistency and maximum efficiency;
10. Provides support to Physical Plant staff in maintaining Physical Plant Maintenance System as required;
11. Provides support as required to the Director of Physical Plant Operations and Maintenance;
12. Does related work as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the principles and practices of landscape architectural design and engineering; thorough knowledge of computer systems for architectural design and maintenance; good knowledge of budgeting, financial management and the bidding process; good knowledge of the methods and practices of seeding, cultivating, fertilizing, pruning and spraying; good knowledge of building construction practices and methods; ability to develop, read and interpret engineering drawings and specifications; ability to establish and maintain effective working relationships with others; ability to communicate effectively both orally and in writing; ability to update technical skills to keep pace with design changes; initiative; physical condition commensurate with the demands of the position.

LANDSCAPE ARCHITECT (Cont'd)

MINIMUM QUALIFICATIONS:

- EITHER: (A) Graduation from a regionally accredited or New York State registered college or university with a Master's degree in landscape architecture PLUS three years of post-licensure professional work experience as a landscape architect;
- OR: (B) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in landscape architecture PLUS four years of post-licensure professional work experience as a landscape architect;
- OR: (C) An equivalent combination of training and experience as indicated in (A) and (B) above.

SPECIAL REQUIREMENTS FOR APPOINTMENT:

Eligibility for licensure by the New York State Department of Education as a Professional Landscape Architect. Full licensure must be obtained by completion of the probationary period. A department head may require the possession of a valid driver's license at time of appointment.

TR2201

ADOPTED: 03/28/95