

Jurisdiction: O/H Solid Waste Mngmt.
Auth.

Jurisdictional Class: Competitive
Revised: 8/10/92

ENVIRONMENTAL COORDINATOR

DISTINGUISHING FEATURES OF THE CLASS: This position exists in the Oneida-Herkimer Solid Waste Management Authority and involves the planning and coordination of the two county solid waste program. The incumbent coordinates the environmental aspects of various Authority programs. The incumbent works closely with local public officials concerning planning aspects of Solid Waste Management plans. Work is performed under general supervision of the Executive Director of Engineering. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Explains County solid waste and recycling programs to local governments and assists their participation in the programs;
Attends meetings, reviews reports and plans;
Conducts investigations, studies, analyzes and provides recommendations on solid waste recycling, composting and disposal proposals;
Maintains contact with appropriate State officials to develop communications and State assistance regarding solid recycling/disposal plans and regulations;
Provides methods for increasing public knowledge of solid waste problems and solutions, and participates in related public information programs;
Revises, evaluates and helps prepare environmental impact reports and plans applying to specific solid waste management programs;
Conducts research into new technologies which could improve solid waste practices in the region;
Provides information and recommendations for environmentally sound development of recycling, composting and disposal programs;
Advises the Authority on how Federal and State environmental legislation affects operations.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Thorough knowledge of the principles, practices and techniques of solid waste management; good knowledge of recent developments, current literature and sources of information relating to solid waste management; good knowledge of Federal, State and local laws and regulations relating to solid waste management and recycling; ability to prepare technical documents and reports relating to solid waste management; ability to work effectively with and coordinate activities of municipal officials, private citizens and citizen groups and private contractors and consultants; ability to coordinate the work of professional and technical staff relating to legal, financial and technical engineering matters; ability to promote and maintain good public relations; physical condition commensurate with the demands of the position.

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MINIMUM QUALIFICATIONS: Either:

- (A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree in environmental studies, industrial engineering, environmental engineering, environmental or natural resource management, or closely related field and two (2) years experience in environmental planning, environmental management or related field; **OR**
- (B) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree and three (3) years of experience in environmental planning, environmental management or related field; **OR**
- (C) Graduation from a regionally accredited or New York State registered two year college or university with an Associate's Degree in one of the natural sciences* and five (5) years of experience as outlined in (B) above; **OR**
- (D) An equivalent combination of training and experience as defined by the limits of (A), (B) and (C) above.

NOTE: Education beyond the Bachelor's Degree in the field of environmental planning, public administration and environmental management or engineering may be substituted on a year for year basis.

***Natural Sciences** – means the branches of science collectively which deal directly with natural objects, organic or inorganic and the substance composing them and the phenomena exhibited by them. These may include biology in all its branches, mineralogy, geology, chemistry, physics, geography and other sciences, but not abstract mathematics, philosophy or metaphysics.