

**New York City Department of Environmental Protection  
Forest Resources Planner II**

**Job ID:** 290218

**Civil Service Title:** Associate Project Manager

**Title Code No:** 22427

**Level:** 02

**Title Classification:** Competitive

**Job Category:** Engineering, Architecture, & Planning

**Proposed Salary Range:** \$ 69,491.00 - \$101,848.00 (Annual)

**Career Level:** Experienced (non-manager)

**Work Location:** 71 Smith Avenue, Kingston, NY

**Division/Work Unit:** Watershed Plan Protection/Ashokan

**Hours/Shift:** 35 Hours per week / Day shift

The New York City Department of Environmental Protection (DEP) protects public health and the environment by supplying clean drinking water, collecting and treating wastewater, and reducing air, noise and hazardous materials pollution. DEP is the largest combined municipal water and wastewater utility in the country, with nearly 6,000 employees. We deliver 1.1 billion gallons of high quality drinking water per day to 8.5 million New York City residents and more than 1 million people in Upstate New York, and we collect and treat an average of 1.3 billion gallons of wastewater per day.

The Bureau of Water Supply manages the watershed for the protection of the water supply which covers approximately 1,971 square miles. The Bureau of Water Supply seeks to hire an Associate Project Manager (APM) Level II (Forester) for a position in the Forestry Section, Natural Resources Division, Watershed Protection Programs Directorate. This position will be located in Kingston, New York.

DEP manages City-owned watershed lands in order to protect, conserve and enhance the water quality protection afforded by watershed forests. Forest management work is based on the 2011 Watershed Forest Management Plan (FMP) which documents the extent and characteristics of the City's forested landholdings, and creates goals for the desired state of the forests over the long term to best protect water quality. DEP's Forestry Section also oversees forest management activities on City-held conservation easements within the watershed.

Under direction, the Forest Resources Planner will be responsible for managing forest data collection, analysis and storage efforts, including forest inventories, forest inventory databases, forest stand delineation and stand updates. The Forest Resource Planner will provide analyses and summaries of forest data at different scales, such as by stand, basin, or watershed-wide. The Forest Resource Planner will also provide geographic information system (GIS) analysis at various scales, from the individual stand level to the landscape level and will develop and coordinate forest management GIS libraries, including information related to forest management-related infrastructure such as access points, landings and haul roads. The Forest Resource Planner will provide database coordination with the DEP GIS section and GIS support for the forestry staff and will assess and supply technical support for current and emerging technologies related to natural resources management. The Forest Resources Planner must be experienced with database management and ArcGIS and be familiar with natural resources science, silviculture, regulatory submissions and forest inventory methods.

The selected candidate will support the development and review of future forest resource management plans, implementation strategies, forest resource inventories and forest access assessments and planning. The Forest Resource Planner will work with the watershed foresters to identify and prioritize

issues, program needs and projects. They will be responsible for managing forest inventories and forest inventory databases, providing forest inventory database and geographic information system (GIS) analysis, developing and coordinating forest management GIS libraries, providing database coordination with the DEP GIS section, providing forestry staff with GIS support, assessing current and new technologies in natural resources management and supplying technical support for new technologies. The forest resources planner may be asked to represent the agency's Forestry Program to advisory boards, coalitions or associations or at public meetings, workshops, tours, fairs or task forces concerning forest management. Some of these commitments may require occasional evening or weekend work.

### **Minimum Qualification Requirements**

One year of full-time satisfactory experience in supervising employees performing project management work, such as planning, administering, managing, coordinating, or expediting, on engineering and/or architectural and/or landscape architectural projects, or supervising a construction project with a value of \$1,000,000 or more, and either:

1. A baccalaureate degree from an accredited college in engineering, engineering technology, architecture, architectural technology, landscape architecture, business administration, or public administration, and one year of full-time satisfactory experience in project management work, such as planning, administering, managing, coordinating, or expediting, for engineering and/or architectural and/or landscape architectural projects; or
2. A four-year high school diploma or its educational equivalent approved by a State's Department of Education or a recognized accrediting organization and five years of experience as described in "1" above; or
3. A four-year high school diploma or its educational equivalent approved by a State's Department of Education or a recognized accrediting organization plus any combination of college education and/or experience described in "1" above to make up the equivalent of five years of education and experience. One year of experience credit will be given for (a) each 30 semester credits of college education leading to a bachelor's degree from an accredited college in engineering, engineering technology, architecture, architectural technology, landscape architecture, business administration or public administration; (b) a Masters degree from an accredited university in one of the disciplines described in "1" above; or (c) a valid New York State license as a Professional Engineer, Registered Architect, or Registered Landscape Architect.

Experience which is primarily of a design nature is not acceptable towards meeting the qualification requirements.

For placement into Assignment Level II, in addition to meeting the qualification requirements for Assignment Level I, candidates must have at least one additional year of experience as described in "1" above in a supervisory capacity or have served for at least one year as a project manager for a large and/or complex construction project.

For placement into Assignment Level III, in addition to meeting the qualification requirements for Assignment Level I, candidates must have at least two additional years of experience as described in "1" above in a supervisory capacity or have served for at least two additional years as a project manager for a large and/or complex construction project

### **Preferred Skills**

- Experience with Microsoft Office suite (Word, Excel, Outlook, Access, etc.)
- Experience with ESRI (Environmental Systems Research Institute) ArcGIS 10.x software, GIS mapping, data collection principles and database management Experience with GIS software, hardware and data collection and processing techniques.
- A baccalaureate degree in forestry, forest science, natural resources management, natural resources database management, geographic information systems (GIS) or a directly-related field from an

accredited program and two years of full time experience in forest database management, GIS or a Master's degree in the same disciplines

- Basic knowledge of dendrology, forest types, stand dynamics and silviculture of northeastern forests; of forest inventory data collection and processing techniques; of the principles and techniques of forest resource management and watershed management; of the terminology and standard abbreviations used in connection with forest resource management; and of Best Management Practices to protect water quality during forest management operations.
- Experience interacting with local, State and/or Federal agencies and other parties potentially involved with natural resources management
- Ability to communicate effectively in oral and written expression
- A Driver's License valid in the State of New York.

### **Additional Information**

DEP is an equal opportunity employer with a strong commitment to the diversity of our organization and workforce. Your voluntary response to the NYCAPS on-line application section for referral information will assist us tremendously in our ability to track the success of our outreach and recruitment efforts. Please be sure to indicate your source of referral to this job.

Kingston is a City in Ulster County, New York approximately 90 miles north of New York City.

### **To Apply**

Go to NYC Careers <https://a127-jobs.nyc.gov/> and enter Job ID Number **290218** in the *Quick Search* box.

For current City employees, log onto Employee Self Service and search for Job ID Number **290218**.

### **Residency Requirement**

New York City Residency is not required for this position.

The City of New York is an Equal Opportunity Employer