

STATE OF OHIO (DAS)CLASSIFICATION
SPECIFICATION**CLASSIFICATION SERIES:**

Scenic River

SERIES NO.:

2286

MAJOR AGENCIES:

Natural Resources Only Natural Areas and Preserves

EFFECTIVE DATE:

04/22/2012

SERIES PURPOSE:

The purpose of the scenic river occupation is to coordinate &/or manage scenic river stream quality monitoring & education programs.

At the managerial level, incumbents act as an assistant to the manager & in absence of manager, assume overall responsibility for regional scenic river program & supervise scenic river staff.

For use by Ohio Department of Natural Resources only.

CLASS TITLE

Assistant Regional Scenic River Manager

CLASS NUMBER

22865

PAY RANGE

11

EFFECTIVE

06/18/2000

CLASS CONCEPT:

The first managerial level class works under general supervision & requires extensive knowledge of scenic river regulations in order to act as assistant to Regional Scenic River Manager, 22866, assist manager in development of regional scenic river program goals & objectives & in absence of manager, assume overall responsibility for regional scenic river program & supervise Scenic River Coordinators, 22862 &/or Scenic River Aides, 22861.

<u>CLASS TITLE</u>	<u>CLASS NUMBER</u>	<u>B. U.</u>	<u>EFFECTIVE</u>	<u>PAY RANGE</u>
Assistant Regional Scenic River Manager	22865	EX	06/18/2000	11

JOB DUTIES IN ORDER OF IMPORTANCE: (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

Acts as assistant to Regional Scenic River Manager, 22866, assists manager in development of regional scenic river program goals & objectives & in absence of manager, assumes overall responsibility for regional scenic river program & supervises Scenic River Coordinators, 22862 &/or Scenic River Aides, 22861, prepares draft &/or proposed management plans & facility development recommendations for scenic river preserves, assists manager in development of regional budget & monitors overall expenditures, assists in development of & conducts training to staff regarding scenic river regulations (e.g., environmental), assists in drafting program management plans, develops plans (e.g., reduction of erosion for riverfront property owners; sonic management plans) & assists regional staff in conducting training programs.

Responds to verbal &/or written requests for information; refers complaints to manager; initiates contacts with outside agencies (e.g., department of transportation; county engineers; township trustees; road departments; sewer district &/or public utilities) regarding regulatory requirements; conducts onsite visits & makes written recommendations to protect environmental quality; represents scenic river program at district &/or statewide meetings; serves as local contact for river issues; coordinates special events; attends meetings (e.g., advisory councils; staff; local officials; landowners).

Compiles weekly, quarterly, monthly & annual reports; drafts management plans for scenic rivers & scenic river preserves.

MAJOR WORKER CHARACTERISTICS:

Knowledge of Sections 401, 404 & 1517 or revised code regarding scenic river rules & regulations*; scenic river division policies & procedures*; employee training & development; supervisory principles & techniques; public relations; speech &/or oral communication; natural resources; biology; zoology; FEMA (i.e., flood plain regulations). Skill in operation of chainsaw & hand power tools*; personal computer; keyboard. Ability to define problems, collect data, establish facts & draw valid conclusions; maintain accurate records; prepare meaningful, concise & accurate reports; handle sensitive inquiries from & contacts with general public & landowners; prepare & deliver speeches &/or seminars, training session, presentations to general public &/or landowners; establish friendly atmosphere as assistant regional manager.

(*) Developed after employment.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:

Completion of undergraduate core program in natural resources, biology, zoology, agronomy, horticulture or related field; 12 mos. trg. or 12 mos. exp. in supervisory principles & techniques.

-Or 12 mos. exp. as Scenic River Coordinator, 22862.

-Or equivalent of Minimum Class Qualifications For Employment noted above.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:

Not applicable.

UNUSUAL WORKING CONDITIONS:

Not applicable.