

## **WATERSHED OUTREACH SPECIALIST**

**DEPARTMENT:** Tioga County Soil & Water Conservation District  
**CLASSIFICATION:** Competitive  
**SALARY GRADE:** To be determined  
**ADOPTED:** 01/10; Tioga Co. Personnel & Civil Service

**DISTINGUISHING FEATURES OF THE CLASS:** Work involves development and implementation of an educational and outreach program designed to keep the public informed about the objectives and developments of Upper Susquehanna Coalition (USC) Wetland / Watershed projects. The incumbent will interact with the Upper Susquehanna Coalition (USC), and the Tioga County Soil & Water Conservation District to accomplish program objectives. Work is performed under general supervision of the Watershed Administrator. Does related work as required.

### **TYPICAL WORK ACTIVITIES:** (Illustrative only)

- Designs outreach campaigns, conducts meetings, and attends local events for the purpose of promoting awareness on the importance of protecting the Susquehanna River Basin;
- Assists USC county members with outreach and education efforts;
- Writes grants and prepares related reports;
- Designs and distributes quarterly newsletter;
- Uses computer applications and/or other automated systems in preparing work assignments and distributing informational material;
- Prepares a variety of related activities as required.

**FULL PERFORMANCE, KNOWLEDGE, SKILLS AND ABILITIES AND PERSONAL CHARACTERISTICS:** Good knowledge of environmental conservation; good knowledge of the principles and practices of communication; working knowledge of the techniques and practices of verbal, written and audio-visual communication; ability to plan, organize, and implement a public relations program; ability to present ideas clearly and effectively, both written and orally; initiative; tact; sound judgment; physical condition commensurate with the demands of the position.

### **MINIMUM QUALIFICATIONS:**

Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in Forestry, Natural History, Ecology, Hydrology, Environmental Science, or closely related field.