

METRO

Classification Description

Title: Associate Natural Resource Scientist

Job Code: 6014

Pay Range: 18

FLSA Status: Exempt - Professional, Learned

Bargaining Unit: AFSCME 3580

Established: 2007

Revised:

EEO Category: Professional

DESCRIPTION

Perform a variety of moderately complex professional duties directly related to the conservation, management, protection, utilization, or restoration of natural resources: general scientific and technical data collection, analysis, evaluation, monitoring, and planning. The classification participates in the activities of a team, project, or program.

DISTINGUISHING FEATURES

The Associate Natural Resources Scientist performs in-depth analysis and assists in policy formulation and evaluation based on that analysis. The Associate Natural Resource Scientist classification is the first level in a two-level career progression series (Associate and Senior). Specific career progression information is listed in the *Advancement Criteria* section of the classification description.

DUTIES AND RESPONSIBILITIES

1. Performs moderately complex scientific research or planning activity.
2. Develops plans that promote the best use of natural resources and mitigate project-related adverse impact.
3. Plans, designs, conducts research and natural resource assessments within defined methodologies, writes results and presents findings and recommendations to Metro Council, Regional Partners, Metro project teams, and public.
4. Uses existing data management tools, tools developed by Data Research Center (DRC), or develops data management systems for research, and other project activity.
5. Coordinates small planning projects or portions of larger projects, assuring staff and consultant work is complete and meets standards, and monitors budget.
6. Assists with evaluation and development of policies and procedures.
7. Liaise between Metro administrative and technical staff, contractors, consultants, and the public to provide and gather information.
8. May assist in training new staff in area of specialty.

Secondary Functions

1. Performs other related duties as assigned.

JOB SPECIFICATIONS

Education/Licensing and Experience

Two years of related experience and Bachelor's degree in Environmental Science, Biology, Botany, or Zoology, or a directly related field,; or any combination of education

METRO

Classification Description

and experience that would provide the applicant with the desired skills, knowledge and ability required to perform the job. Possess and maintain a valid driver's license.

Knowledge, Skills and Abilities

- General knowledge of a physical or biological science
- General knowledge of mathematics including statistics and quantitative and qualitative analyses
- Basic knowledge of the theory and principles of natural resource conservation, management, protection, utilization, or restoration and enhancement
- General knowledge of the theories, practices, and principles of a specific discipline or program area
- Basic knowledge of research methods used in natural resource protection and management-related scientific fields
- Basic knowledge of computer programs used to map, or to analyze, specific physical or biological information
- Write clear and concise status, summary, technical, or narrative reports
- Gather and analyze technical or scientific information and draw conclusions or make recommendations
- Communicate verbally and in writing with a variety of people to answer questions and explain information

SUPERVISION RECEIVED

A higher level Natural Resource Scientist provides lead direction. Supervision is provided by a Supervisor or Manager.

SUPERVISION EXERCISED

May provide lead direction over lower-level staff, temporary employees, interns or volunteers.

WORKING CONDITIONS

This position requires the ability to perform those activities necessary to complete the essential functions of the job, either with or without reasonable accommodation. Duties are performed in an office environment and in the field. This position frequently requires walking on uneven or rough terrain in all weather conditions. This position requires talking (both in person and over the phone), sitting, repetitive motions of the hands/wrists and good general hearing and vision ability. It may also require the ability to lift or carry up to 40 pounds. Incumbents in this position are required to attend offsite meetings during and after normal work hours.

Advancement Criteria

Advancement from the Associate Natural Resource Scientist classification to the Senior Natural Resource Scientist classification depends on the business needs of the department and the qualifications of the employee.

METRO Classification Description

1. Department Director must verify that there is a need for incumbent to perform Senior level duties. Business need determines the opportunity – advancement is not guaranteed.
2. Incumbent is required to serve a minimum of one (1) year in the Associate level classification. However, three (3) years represents the typical amount of time needed for incumbent to fully demonstrate the ability to advance from the Associate level classification to the Senior-level classification.
3. Incumbent must demonstrate the ability to perform all of the duties in the Senior level classification, as determined by the direct supervisor with the written approval of the department director.
4. Incumbent must demonstrate a willingness to lead in their own professional development by taking on new challenges when they are identified and offered.
5. Incumbent must have completed all mandatory training through the Metro Human Resources department.
6. Incumbent must have completed a Metro-approved Project Management course

The classification description indicates the general nature and level of work of positions grouped within this classification; it is not intended to be a comprehensive inventory of all duties and responsibilities, job specifications, work environment or other characteristics of a specific position. The classification description is not an employment agreement between the employee and Metro or Metro's visitor venues and is subject to change by Metro. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.