

## **ENVIRONMENTAL POLICY ANALYST**

**10235  
(Competitive)**

### DISTINGUISHING FEATURES OF THE CLASS

Under the general supervision of the Director of the Office of Environment, an employee in this class is responsible for site management and reporting related to some County obligations associated with the Onondaga Lake Superfund site as well as research, analysis and reporting regarding environmental issues, projects and public health. This work involves supporting County efforts for fulfilling required reporting to regulatory authorities and interested parties. Supervision is not a function of this classification. Does related work as required.

### TYPICAL WORK ACTIVITIES

Corresponds with representatives from other County departments, the Environmental Protection Administration, the New York State Department of Environmental Conservation as well as various other federal and state regulatory agencies.

Corresponds with local advocacy groups and interested citizens.

Researches environmental policy initiatives related to, but not limited to, sustainability, public access to environmental assets, environmental justice, brownfields cleanup, and other remediation efforts.

Researches environmental issues related to, but not limited to, the Onondaga Lake Superfund Site.

Researches potential funding opportunities related to environmental health, public access and habitat restoration.

Manages assigned project requirements which are related to regulatory and consent ordered obligations.

Reviews and aids in County comment of critical environmental data.

Composes reports for submission as required by regulatory authority or as otherwise required by legal obligation.

Assists in community outreach efforts.

### FULL PERFORMANCE KNOWLEDGE SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

Working knowledge of the principals of environmental research.

Working knowledge of the State Environmental Quality Review Act (SEQRA), National Environmental Policy Act (NEPA) and Environmental Impact Statements.

Comprehensive technical writing and comprehension skill in the field of environmental policy, epidemiology, and ecology.

Skill in making illustrative presentations such as graphs, charts, and maps.

Critical thinking skills.

Ability to comprehend and present material related to environmental research, remedial investigations, and other ecological or epidemiological material.

Ability to deal effectively with the public, advocacy groups and regulatory authorities.

Ability to work with Pictometry, MS Word, Excel and basic SPSS.

### MINIMUM QUALIFICATIONS

A. Graduation with a Masters Degree in from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees and one (1) year of professional level work experience, or its part time equivalent, in public or private sector environmental policy, environmental design, the practice of law, or in governmental and legislative affairs, or;

B. Graduation with a Bachelors Degree from a regionally accredited college or university or one accredited by the New York State Board of Regent to grant degrees and four (4) years of professional level work experience, or its part time equivalent, in public or private sector environmental policy, environmental design, the practice of law, or in governmental and legislative affairs.

11/2017 Date of Original Composition