

Personnel and Civil Service

Ronald E. Dougherty County Office Building 56 Main Street Owego, NY 13827



Linda Parke Personnel Officer ☎ 607 687 8494 📠 607 223 7074 🌐 www.TiogaCountyNY.gov

NOTICE OF VACANCY

Buffer Steward Coordinator

Date of Issue: 11/22/2022. This position is responsible for researching, planning and coordinating various programs related to natural resource conservation and forest establishment within the County. The work involves tasks such as, but not limited to: developing educational training materials, interacting with various landowners, contractors, Upper Susquehanna Coalition (USC) members, and the Tioga County Soil & Water Conservation District in order to accomplish program and project goals. Work is performed under the direct supervision of the Program Coordinator. Performs related work as required.

The title of Buffer Steward Coordinator is **Competitive**, requiring applicants to meet minimum qualifications established for the position and successfully meet civil service examination requirements. **An examination is anticipated in 2023.** Permanent appointment will be dependent upon participation in the examination AND being reachable from the resulting eligible list.

Status:	Provisional
Work Hours:	Full time; 40-hour work week
Salary:	To be determined; based upon experience Eligible to join the NYS Retirement System
Location:	Tioga County Soil & Water Conservation District

MINIMUM QUALIFICATIONS (Either):

- a. Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in forestry, natural resource management, watershed restoration, conservation, or closely related field; **OR**
- b. Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in in forestry, natural resource management, watershed restoration, conservation, or closely related field **and** two (2) years of full-time experience (or its part-time equivalent) in the field of natural resource conservation or closely related field.

SPECIAL REQUIREMENT: Must possess an appropriate and valid NYS driver's license at the time of appointment and continuously during employment to perform essential duties occurring during the normal course of work.

Apply to:

Tioga County Soil and Water Conservation District
Attn: Wendy Walsh
183 Corporate Drive
Owego, NY 13827
walshw@co.tioga.ny.us

Apply by: Applications will be accepted until the position has been filled.

Tioga County applications are available on our website. Resumes may be submitted but MUST accompany an application. Applicants MUST clearly describe education and/or work and volunteer experience to explain how they meet the minimum qualifications for the position. Omissions or vagueness will not be interpreted in an applicant's favor.