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**STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION**

**LANDSCAPE ARCHITECT
CLASSIFICATION SERIES**

I. INTRODUCTION

A. Purpose of This Classification Specification

This classification specification is the basic authority under ER 2.04, Wis. Adm. Code, for making classification decisions relative to professional landscape architect positions. Positions allocated to this classification perform duties that are professional in nature, as defined in s. 111.81(15), Wis. Stats., and are currently assigned to the Professional Engineering Bargaining Unit, per s. 111.825(1)(f)(8), Wis. Stats., as determined by the Wisconsin Employment Relations Commission.

Classification decisions must be based on the “best fit” of the duties within the existing classification structure. The “best fit” is determined by the majority (i.e., more than 50%) of the work assigned to and performed by the position when compared to the classification concepts and definitions of this specification or through other methods of position analysis. Position analysis defines the nature and character of the work through the use of any or all of the following: definition statements; listing of areas of specialization; representative examples of work performed; allocation patterns of representative positions; job evaluation guide charts, standards, or factors; statements of inclusion and exclusion; license or certification requirements; and other such information necessary to facilitate the assignment of positions to the appropriate classification.

B. Inclusions

This classification series encompasses positions that perform landscape architect functions for the State of Wisconsin. Positions included in this series must obtain the registration as a landscape architect with the Department of Regulation and Licensing, per s. 443.035, Wis. Stats. as defined in the Qualifications, section III.

C. Exclusions

Excluded from this classification series are the following types of positions:

1. Positions that function as supervisors, as defined in s. 111.81(19), Wis. Stats.
2. Positions that do not require that the incumbent perform professional landscape architect duties and be a professional landscape architect by background and training in order to perform the duties and responsibilities assigned the position.
3. Positions that do not require a person to be registered as a landscape architect.
4. All other positions that are more appropriately identified by other classification specifications.

D. Entrance Into and Progression Through This Classification Series

Entrance into this classification series is through competitive examination and by meeting the qualifications as defined in section III. Progression to the senior level will occur through reclassification. Movement to the advanced level is by competition.

II. DEFINITIONS

Describes the appropriate placement of an employee based upon the specific level of skills, knowledge, and abilities required of the position, and the amount of supervision received for the majority of time within the specific professional landscape architect program area. The objective level in this series is the Senior level, which is the level that an employee can reasonably expect to obtain if they perform the full range of scope and duties. Employees may also perform the following types of duties, but they are usually performed at the Senior or Advanced levels:

1. Lead Worker: An employee who trains, assigns the work, and reviews the work of other professional employees and which may also include technical employees.
2. Program Leader: An employee who is the technical expert for a specific area(s) and who may have some oversight to assure uniformity within a specific landscape architectural program area(s).
3. Project Leader: An employee who has the responsibility for coordinating the work of other professional landscape architects when a project requires two or more landscape architects for completion, and that may also include other technical and professional employees. This function would last only as long as the project takes to complete. An employee can be a project leader and a team member for another project simultaneously; **OR**, a project leader can be an employee who has the responsibility of oversight of non-permanent, non-state, or contract landscape architectural and related staff.

LANDSCAPE ARCHITECT

Positions work under close, progressing to limited, supervision. Landscape architectural principles and practices have been learned prior to entrance into this series. The primary emphasis is in developing skills in working with and/or understanding the program, state systems, user group(s), and the mechanics of the program. Positions receive specific guidelines and instructions on work assignments, and the supervisor determines the priorities and provides clearly defined objectives. Work assignments are established by the supervisor on a short- or long-term basis as the employee progresses. Positions initially exercise little discretion in decision making. Over time, positions at this level make higher level contacts without the supervisor's direction and make decisions on items of a narrower scope and impact.

LANDSCAPE ARCHITECT - SENIOR

This is the objective level for positions working under general supervision. The work assignments the employee is expected to complete include the full range and scope of duties. The majority of the assignments are complex and may be statewide. Positions at this level have extensive authority in carrying out their assigned responsibilities, including independently implementing the assigned responsibilities. The work at this level requires a high degree of interpretation and creativity in evaluating landscape architectural aspects of new technologies. Positions at this level make decisions independent of supervisory oversight, with the work being reviewed after the decisions have been made.

Representative Positions

Natural Resource Landscape Program - Department of Natural Resources: Perform complex landscape architect duties; work with the public, other agencies, and departmental programs to plan

and design diverse phases of development and management of state parks, forests, and other public lands; incorporate acquisition and management into planning and design; produce feasibility studies, master plans, site plans, planting plans, development plans, and environmental impact statements and assessments; perform field work and drafting, as needed; and provide oversight for other landscape architects, as needed.

Transportation Landscape Program - Department of Transportation: Manage the transportation environment by planning, designing, constructing, maintaining, and enhancing roadside vegetation and appurtenances for a region of Wisconsin; guide and direct landscape architectural consultants; assist in developing, implementing, and monitoring policies, guidelines, and budgets for programs for transportation landscape development and maintenance.

UW Madison Planning and Landscape Architecture Program – UW Madison: Provides advanced professional landscape architectural leadership and expertise services in support of the long-range physical planning activities for UW Madison; analyze, document and develop physical planning processes, policies and procedures to address the University's strategic physical planning and landscape architecture needs; provide information, analysis and policy recommendations to the Campus Planning Committee and senior management; coordinate planning efforts; design methodologies for comparative studies and analysis; identify and develop alternatives; focus on implementation of Campus Exterior Improvements that create a better "sense of place" for the campus; develop and implement campus site standards and guidelines; and work with development, implementation, and modifications to a geographic information system (GIS) planning database. These positions may coordinate training programs regarding grounds improvement and management.

LANDSCAPE ARCHITECT - ADVANCED

This is the objective level for positions under general policy review that provide advanced professional landscape architectural expertise and have responsibility for the most complex landscape architectural statewide program. Positions have responsibility for developing policies and procedures that affect landscape architectural activities statewide, and function as the primary landscape architect for a specific aspect of a departmental statewide program. Assignments are broad in scope and continually require the incumbent to use independent judgment in making professional landscape architectural decisions. Positions at this level perform work in response to program needs as interpreted by the employee, with the work being reviewed after the decisions have been made.

Representative Positions

Natural Resources Planning Program - Department of Natural Resources (DNR): Direct land conservation and open-space planning for the Bureau of Property Management that provides services to all programs in the DNR's Resource Management Division and several other programs in other divisions. Perform job duties statewide across various program and district functions; direct complex multi-disciplinary planning efforts that guide the acquisition, development, and management of public lands and natural resources; integrate land planning through coordination of district planners; consult in the technical areas of land conservation and recreational development planning; design specific, large-scale recreational and environmental educational facilities; implement projects through budgeting and work coordination; and deal with diverse resources, including natural resources (land, water, ecological communities), cultural, aesthetic resources, and environmental educational resources and plans for state forests, parks, habitat management areas, riverways, environmental education facilities, conversion of abandoned railroad corridors to recreational trails, and major flowages. Projects are typically large, of regional importance, and involve millions of dollars in state land acquisition, development, and long-term operational costs; are often highly visible and usually involve controversial policy, political issues, and extensive

citizen participation to inform the public and build public consensus; and focus on the agency's major policy issues and projects related to land conservation and recreational development. Positions at this level communicate with the administration and planning units of federal, state, and local units of government, and the University of Wisconsin System.

Transportation Landscape Development Program - Department of Transportation (DOT): Oversee all DOT landscape development programs statewide that include the application of the principles of landscape architecture and roadside ecology. Integrate the principles of landscape architecture into transportation development and operations; guide the planning, programming, design, and implementation of projects for roadside improvement and roadside management, including research; develop programs, policies, manual entries, specifications, guidelines, and articles for or pertaining to landscaping, roadside management, and roadside ecology and provide training in these areas; assist regions and other agencies in matters related to integrated vegetation management, aesthetics, and principles of Community Sensitive Design; and coordinate contracts and agreements with consultants, other governmental agencies, private industry, and contacts with the general public.

III. QUALIFICATIONS

Registration as a landscape architect with the Department of Regulation and Licensing, per s. 443.035, Wis. Stats., is required upon appointment. In addition to the registration requirement, any knowledge, education, work experience, or specific license(s) required of the position will be based on an analysis of the goals and worker activities of each position.

IV. ADMINISTRATIVE INFORMATION

This classification series was created effective October 12, 1997, and announced in Bulletin CC/SC-74, in order to describe positions which perform landscape architect work for the departments of Natural Resources and Transportation. The creation of this classification series resulted from the Human Resource Reform Commission's recommendation to simplify the classification system. This action resulted in the abolishment of the Landscape Architect classification series (class codes 5601 through 55605). This classification series was modified effective March 12, 2000, and announced in Bulletin CLR/SC-109, in order to reflect the abolishment of the Landscape Architect-Advanced-Management classification and the removal from the classification specification any reference to management, as defined in s. 111.81(13), Wis. Stats. This classification series was modified effective May 14, 2006, and announced in Bulletin OSER-0093-MRS/SC in order to remove the specific agencies included in the inclusion section (Natural Resources and Transportation). The specification was also modified to include additional representative positions.

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