

Effective Date: October 12, 1997
Modified Effective: November 8, 1998
Modified Effective: September 2, 2007

STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION

WATER RESOURCES MANAGEMENT SPECIALIST
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 present and future Professional Science Bargaining Unit located within the Department of Natural Resources, and the Department of Agriculture, Trade, and Consumer Protection's Division of Agricultural Resources Management. Positions allocated to this series administer water resources management programs involving: surface water monitoring and evaluation; groundwater quality management; pesticide investigations; lake management; urban and rural point and non-point source pollution abatement; and the assessment of the impact of in-place pollutants on water resources and aquatic biota. This classification specification will not specifically identify every eventuality or combination of duties and responsibilities of positions that currently exist, or those that result from changing program emphasis in the future. Rather, it is designed to serve as a framework for classification decision-making in this occupational area.

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 class 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; licensure or certification requirements; and other such information necessary to facilitate the assignment of positions to the appropriate classification.

B. Inclusions

This series encompasses positions in the Professional Science Bargaining Unit found in the central, region, or service centers of the Department of Natural Resources, or the Department of Agriculture, Trade, and Consumer Protection's Agricultural Resources Management Division. Positions serve as local contacts with the public, other local, state and federal agencies, civil divisions and consultants.

C. Exclusions

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

1. Positions which meet the statutory definitions of supervisor and management, as defined in s. 111.81 (19), and (13) Wis. Stats., and as administered and interpreted by the Wisconsin Employment Relations Commission.

2. Positions that have some responsibilities identified within this series and whose work activities affect the water resources management program, but do not perform the work assigned to positions identified herein for the majority of the time and whose positions are more appropriately identified in a different program-specific classification.
3. All other positions which are more appropriately identified by other classification specifications.

D. Entrance Into and Progression Through This Series

Employees enter this classification series by competitive examination. Progression to the senior level will occur through reclassification. Progression to the advanced level will occur through competition.

II. DEFINITIONS

WATER RESOURCES MANAGEMENT SPECIALIST

Positions work under close progressing to limited supervision. Principles and practices have been learned prior to entrance into this classification series. The emphasis is in developing skills in working with and/or understanding the program, state systems, user group(s) and the mechanics of the program; and developing an understanding and applying the statutes, rules, regulations, administrative code and standards required in the program area. Initial work assignments are well defined and short term in duration. Over time the work assignments become long term or short term with the employee expected to exercise independent judgment in determining specifics and priorities, as the objectives are progressively less clear. The positions may be in contact with outside entities and may have assignments which cross program lines depending on where the individual employee's performance level.

WATER RESOURCES MANAGEMENT SPECIALIST-SENIOR

This is the full performance level for positions allocated to this classification level. Positions at this level develop and work on major work projects with little or no specific direction or review; assume an independent role in working with consultants, other governmental agencies, and/or department staff; and make decisions independently on complex assignments. These positions function as: (1) a water resources management specialist responsible for developing, administering and evaluating the water resources program in the assigned geographic area; (2) a water resources management specialist responsible for developing, administering and evaluating a major portion of the water resources program being implemented regionwide; or (3) as a program specialist responsible for the implementation of a program which is smaller in scope and complexity and does not have the interaction and policy development that is found at higher levels. The work is performed under general supervision.

Representative Positions:

Water Resources Specialist - Plans, implements and conducts physical, chemical, and biological studies and analysis; conducts waste assimilation studies to determine effects of waste discharges on stream quality; prepares river basin survey reports; identifies and evaluates biological samples to determine the effect of pollutants on the biota; coordinates activities for specific lake planning grants; coordinates the aquatic plant

management program; acts as expert witness at hearings; and provides assistance to interested groups regarding lake protection and rehabilitation and related water resource issues.

WATER RESOURCES MANAGEMENT SPECIALIST-ADVANCED

This is the advanced level for positions allocated to this classification level. Positions at this level serve as (1) the department expert for a significant segment of the water resources program which devote the majority of their time and are responsible for developing, implementing, monitoring, and evaluating statewide policies and programs and function under very general supervision or (2) the Regional Watershed Program Specialist providing technical expertise to region staff and having regionwide responsibility for work planning, overall budget and grant coordination. The areas of responsibility includes a significant segment and an important aspect of the water resources program that crosses program boundaries; requires continually high level and complex contacts with a wide variety of government entities, business, industry, and private citizens regarding highly sensitive and complex water resource issues; and has significant regulatory and program wide policy impact.

Representative Positions:

In-Place Pollutant Specialist - Coordinate and manage major elements of the statewide program including developing assessment and evaluation strategies. Serve as the Department's Project Manager on demonstration projects involving sediment remediation. Coordinate in-place pollutant activities associated with remedial action plans. Coordinate activities associated with the interpretation and analysis of aquatic effects related to atmospheric and acid deposition including developing programs and recommending actions based on evaluation of all study data available. Coordinate statewide mercury contamination program including serving as lead person in designing, integrating and implementing the department's mercury initiative. Serve as the agency's consultant on mercury management and control strategies.

Wetland Ecology Specialist - Serve as program expert in wetland ecology as applied to water quality related issues. Coordinate the development of water quality standards and policies. Monitor water quality standards for wetlands to track program results and ensure consistency statewide. Conduct original studies on the wetland standards program and individual project impacts. Work on new programs and policies. Develop new methodologies to assess both project specific wetland impacts and wetland management options. Provide training and guidance to agency staff and administrators on the application of wetland water quality standards. Act as program representative to the cranberry industry. Coordinate program review of water quality certification issues and proposals.

Regional Watershed Program Specialist: Provide regionwide coordination of the watershed program including tracking, coordinating, and evaluating regionwide watershed management activities; assisting in work planning, and budget and grant coordination. Represent the region on teams to develop strategies, administrative codes, policies, procedures and guidance relating to watershed management or cross program issues. Providing training, communication and information technology expertise to region staff; coordinate resolution of technical policy issues related to drafting of specific and general permits. Perform technical field work as assigned.

III. QUALIFICATIONS

The qualifications required for these positions will be determined at the time of recruitment. Such determinations will be made based on an analysis of the goals and worker activities performed and by an identification of the education, training, work, or other life experience which would provide reasonable assurance that the knowledge and skills required upon appointment have been acquired.

IV. ADMINISTRATIVE INFORMATION

This classification was created effective October 12, 1997 and announced in Bulletin CC/SC-74 to describe positions which perform water resources management work at the Departments of Natural Resources and Agriculture, Trade and Consumer Protection. The creation of this classification resulted from the Governors Human Resource Commission recommendation to simplify the classification systems.

This action resulted in the abolishment of the Water Resources Management Specialist classification series (class codes 55961 through 55965) and the Water Resources Management Senior Management classification (class code 55966).

This classification was modified to incorporate language that was inadvertently omitted from the advanced level definition. The incorporation of this language provides consistency with the language of other science classifications. These changes were made effective November 8, 1998 and were announced in Bulletin CC/SC-94. This classification series was updated effective September 2, 2007, and announced in Bulletin OSER-0170-MRS/SC to include the Regional Watershed Program Specialist allocation due to elimination of the Regional Water Program Expert classification, and to remove the Management description, both to reflect the current structure within the DNR.

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