

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES  
CLASS SPECIFICATION

NATURAL RESOURCES ADVANCED SPECIALIST

POSITION CODE: 28833

Effective: 12-20-01

DISTINGUISHING FEATURES OF WORK:

Under general direction, applies specialized and advanced natural resource knowledge to the management of highly complex or rare natural resources; interacts with scientists, academics, and comparable professionals within state and federal agencies to develop resource management guidelines, new approaches or techniques; provides statewide training to lower level professionals in the specialized area.

Positions included are predominately professional, rather than managerial, in nature and require consistent application of highly advanced professional knowledge. Such positions oversee and engage in the development of new techniques that have far-reaching impacts, and interpret and analyze data and recommend the management of natural resources where such responsibilities are of distinctly greater scope than those of Natural Resources Specialists but lack the authorities characteristic of managerial positions.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Coordinates resource activities for an assigned biological natural resource project; conducts surveys, analyzes data, and develops recommendations for legislative or Administrative Rule resource regulations; maintains liaison with agencies and organizations to expand and enhance effective partnerships to improve resource management; assists in preparation and prioritization of the program's operating budget; exercises discretionary spending authority within prescribed guidelines; prepares requests for and reviews funding proposals for assigned projects; serves as a working supervisor or lead worker to staff assigned to the resource project.

## NATURAL RESOURCES ADVANCED SPECIALIST (Continued)

2. Serves as a wildlife project leader specializing in given species on a statewide basis; participates in developing division and program goals and objectives and develops a detailed plan of work to develop and implement an ecosystem-based strategy for restoration and enhancement of wildlife populations; plans, designs, coordinates and conducts statewide surveys and research studies; applies statistics, sampling theory, and research design to analyze, interpret, and prepare a report of original scientific data; uses cooperation, collaboration, persuasion and teamwork skills to plan, coordinate, develop and evaluate statewide habitat management on public and private lands; coordinates censuses and provides training to census observers to evaluate resource populations; monitors and analyzes resource harvest results; recommends hunting seasons, regulations, and revisions to Administrative Rules; prepares proposals for changed management practices to be carried out by others both within and outside the department; provides advice, counsel and training for intra-agency employees, inter-agency representatives, constituent groups and others.
  
3. As a fisheries project leader, oversees aquatic resource ecosystems of watersheds within a designated region or of designated species within an inter-state aquatic habitat or coordinates a statewide aquatic outreach project; plans, coordinates and organizes field sampling to acquire information on the current biological and physical condition of the aquatic habitat and evaluate sport fishing potential; collects physical, chemical and hydrological information, identifies fish, observes their condition (disease, parasites, general health), and collects tissue samples; analyzes and interprets biological data pertaining to the dynamics of lake, reservoir, or stream ecosystems; prepares scientific reports, recommendations for the conservation, improvement and restoration of fish populations, and management and restoration strategies; designs and implements strategies to evaluate the effectiveness of regulations; recommends stocking locations and stocking rates for sport fish, and changes or additions to Administrative Rules regulating harvest of fish by anglers, including length and creel limits, fishing methods and seasons; coordinates activities within the department and with other state and federal agencies; critically reviews proposals relating to construction or other activities on regional streams and wetlands, designs and conducts field studies and assesses potential long and short term impacts to aquatic organisms, habitat and water quality; recommends design or location alteration or mitigation procedures as appropriate; investigates and evaluates fish kills.

## NATURAL RESOURCES ADVANCED SPECIALIST (Continued)

4. Coordinates the Illinois Nature Preserves Commission's Natural Areas Protection Program within a designated geographic area and serves as a technical specialist in evaluating, developing and implementing stewardship projects for the commission; negotiates long term preservation agreements with private or public owners of natural areas; applies in-depth knowledge of tax laws, preservation agreements, estate planning, constituency groups, and resource management to develop a mutually beneficial agreement; prepares nature preserve dedication proposals, dedication legal instruments, natural heritage landmark agreements, registry agreements and other protection documents; coordinates title search, maps, surveys, legal descriptions and other activities required for dedication or agreements; provides ecological and technical assistance to owners of nature preserves and landmarks; applies broad-based and in-depth knowledge of life histories, ecology and habitat needs of over a thousand native plants and animals to develop management plans to ensure the viability of natural areas; coordinates or prepares written site management plans and state contracts for stewardship projects; represents the Commission and owners of legally protected sites in such intrusions as boundary disputes, use disputes, adjacent development, and watershed or zoning issues; represents the Commission at meetings, hearings, ceremonies, and other events; promotes the nature preserves program through articles and publications; gives programs and talks to organizations and constituency groups and provides general information on natural areas protection to the public.
5. Coordinates a supportive statewide project requiring advanced professional knowledge of species and ecosystem management; serves as a scientific liaison with natural resource and other academic institutions, consulting with scientists, searching museum repositories and herbaria, and conducting field surveys to gather data; evaluates and analyzes information pertaining to state listed species and natural areas to assess its scientific validity for inclusion in the biological and conservation database; develops and coordinates publications and educational displays for the public, requiring statewide coordination both within and external to the division.
6. Performs other duties as assigned or required which are reasonably within the scope of the duties enumerated above.

## NATURAL RESOURCES ADVANCED SPECIALIST (Continued)

### DESIRABLE REQUIREMENTS:

#### Education and Experience:

Requires knowledge, skill and mental ability equivalent to a master's degree in outdoor recreation, fish, wildlife, forestry, natural heritage resource management, or a related biological, life or natural science supplemented by two years of directly related professional experience or requires a bachelor's degree in the field supplemented by four years of directly related professional experience. Specific requirements vary by position and relate to the position's duties and responsibilities as defined by the agency of employment and as approved by the Director of the Department of Central Management Services or his/her designee; however, a bachelor's degree in the appropriate field is a minimum requirement for all positions in this class.

May require possession of a Public Applicator License for the application of pesticides.

#### Knowledges, Skills and Abilities

Requires thorough knowledge of flora, fauna, ecological and/or geological attraction identification and modern fish, wildlife, forestry or natural heritage management techniques.

Requires thorough knowledge of division objectives, policies, programs and services and state and federal laws, rules and regulations pertaining to outdoor recreation, fish, wildlife, forestry, or natural heritage resource conservation.

Requires extensive knowledge of public relations principles and techniques, audio/visual and other interpretive methods, theories and practices.

Requires extensive knowledge of budgetary planning.

Requires ability to prepare and maintain records and written narrative reports.

Requires ability to collect information and assist in analyzing and evaluating technical data and reports.

Requires ability to establish and maintain satisfactory working relationships with representatives from federal, state and local governments, conservation organizations, other Natural Resource employees, and the general public.

Requires ability to provide task-related direction and assistance to seasonal or intermittent employees, volunteers, landowners, sports enthusiasts, or the general public.

Requires ability to deliver planned and impromptu informational presentations.

May require ability to develop the master site interpretive program, addressing site interpretive needs and translating those needs into meaningful outlets.

May require ability to work under adverse environmental conditions.

May require ability to lift loads which may exceed sixty pounds, to traverse rough and broken terrain on foot without mechanical assistance, to use various equipment while standing in a moving boat, and to negotiate a variety of natural obstacles while carrying or otherwise transporting a variety of equipment.

May require skill in the operation and maintenance of specialized conservation equipment or instruments used in fish, wildlife, forestry or natural heritage activities.

Requires possession of an appropriate valid driver's license.