

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES  
CLASS SPECIFICATION

RESOURCE PLANNER II

POSITION CODE: 38282  
Effective: 6-16-80

DISTINGUISHING FEATURES OF WORK:

Under direction, reviews, analyzes and evaluates environmental and recreational impact of various federal, state, local agency and private sector project proposals; formulates department position on water, natural resource, recreation, energy and transportation projects; participates in developing and implementing outdoor recreation and/or natural planning initiatives.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Reviews and develops positions on permit applications involving water, natural resource, outdoor recreation, energy and transportation projects for environmental and recreational impact; conducts field reviews to obtain data and monitor project progress.
2. Develops natural resource and/or recreation planning initiatives; assists in development and implementation of portions of the Statewide Comprehensive Outdoor Recreation Plan (SCORP).
3. Acts as liaison with other agencies and organizations to coordinate outdoor recreation and resource planning efforts; disseminates information regarding agency programs to interested individuals or organizations.
4. Collects and analyzes data relative to outdoor recreation and resource planning projects; prepares and maintains technical files and reports such as monthly progress reports, detailed work plans and official agency position papers.
5. Responds to inquiries from individuals, organizations, corporations and other federal, state and local agencies regarding department positions; updates information on agency programs and policies and permit status; prepares correspondence requesting additional information from other agency divisions or various federal, state and local agencies and individuals.
6. Participates in public information and/or participation programs.

## RESOURCE PLANNER II (Continued)

7. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

### DESIRABLE REQUIREMENTS:

#### Education and Experience

Requires knowledge, skill and mental development equivalent to the completion of four years of college with coursework in recreation or resource planning or a related field.

Requires two years professional experience in natural resource or recreation planning or a related field.

#### Knowledges, Skills and Abilities

Requires extensive knowledge of resource or recreation planning theory, policies and practices.

Requires extensive knowledge of federal and state environmental protection and resource conservation statutes and regulations.

Requires extensive knowledge of methods, procedures and techniques utilized in determining the impact of various project proposals on the state's resources.

Requires extensive knowledge of research methods, procedures, and techniques.

Requires working knowledge of methods and procedures used in the preparation and maintenance of complex reports.

Requires working knowledge of methods and procedures used in the review of resource and recreation related projects and studies.

Requires working knowledge of statistical reports, graphs and other recording methods utilized in the presentation of resource development and management plans.

Requires elementary knowledge of new and/or revised legislation having an impact on assigned program areas.

Requires ability to provide technical assistance to other agency personnel.

Requires ability to develop and maintain satisfactory working relationships.

Requires ability to evaluate proposed agency programs to determine their impact on the state's resources.

Requires ability to effectively communicate in oral and written form.

Requires ability to interpret and explain department policies and procedures.