

CLASSIFICATION: SENIOR SCIENTIST

Class Code: 8120-29

Date Established: 09-20-88

Occupational Code: 7-6-2

Date of Last Revision: 05-05-15

Exempt Status: Exempt

BASIC PURPOSE: To administer scientific program objectives in various phases of field operations or a specialized departmental unit with diverse activities, reviewing recommendations of professional scientists and/or biologists and developing or revising program policies.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES:

- Develops policies and procedures for the administration of scientific programs and monitors program operations.
- Develops budget recommendations and testifies before legislative committees on bills relating to department programs.
- Attends civic group meetings to discuss agency activities and holds public hearings to discuss scientific issues and/or environmental issues, or protection of wildlife species.
- Investigates, evaluates, and recommends proper courses for other state agencies, organizations, developers, and land owners, to protect, maintain and enhance the environment and/or wildlife habitat.
- Reviews policy and program recommendations prior to approval by the Director.
- Evaluates work performance of staff employees at least once per year, including assessing staff development needs.
- Represents the department on state and national committees and discusses scientific, wildlife, and environmental issues with local, state, and federal officials.
- Conducts outreach activities and presentations to interested groups and organizations, municipal groups, and schools and universities regarding agency programs.

DISTINGUISHING FACTORS:

Skill: Requires skill in evaluating, planning or integrating analysis of data to formulate current and long-range solutions, strategies or policies of a specialized or technical nature.

Knowledge: Requires logical or scientific expertise to resolve problems of a specialized or professional nature in a wide range of applications.

Impact: Requires responsibility for achieving major aspects of long-range agency objectives by planning short-term and long-term organization goals, reviewing recommendations for procedural changes, and developing or revising program policies. Errors at this level result in incorrect decisions at an administrative level, and are detected subsequent to implementation in an overall evaluation process.

Supervision: Requires delegating supervisory or program responsibilities to subordinate managers, with overall accountability for hiring employees and approving program policies. The supervisor in this position assumes responsibility for an organizational unit, including developing long-range plans, analyzing staffing requirements, and formulating system-wide policies and procedures.

Working Conditions: Requires performing regular job functions in a controlled environment with minimal exposure to disagreeable job elements and little risk of hazard to physical or mental health.

Physical Demands: Requires light work, including continuous walking or operating simple equipment for extended periods of time as well as occasional strenuous activities such as reaching or bending.

Communication: Requires reviewing summaries and reports and making management level decisions to solve problems or to achieve work objectives as well as articulating and expressing those solutions and goals. This level also requires formal presentations of solutions and goals to employees and the general public to increase the responsiveness of the agency toward the demands of its client system.

Complexity: Requires evaluating a combination of wide-ranging job functions to determine work procedures, to solve problems, and to reach conclusions by applying analytical, technical, or scientific thinking. This level also requires planning policies and long-term strategies, drawing conclusions based on available criteria, and evaluating the effectiveness of program objectives.

Independent Action: Requires independent judgment in planning and evaluating work procedures and in supervising the development of professional, technical and managerial standards under administrative direction and according to broad departmental guidelines.

MINIMUM QUALIFICATIONS:

Education: Master's degree from a recognized college or university with major study in a field relevant to the program area in which position is assigned, such as the biological sciences, the environmental sciences, wildlife management, fisheries management, natural resource management, or a related scientific discipline. Each additional year of approved formal education may be substituted for one year of required work experience.

Experience: Six years' experience in work as a professional scientist, biologist, or environmentalist performing research, or in a related field of specialization, four years of which must have been in a management level position involving administrative or supervisory duties concerned with program administration, program planning and evaluation, business management or related management experience. Each additional year of approved work experience may be substituted for one year of required formal education at the graduate level only.

License/Certification: Certified Fishery Scientist, Certified Wildlife Biologist, Certified Wetlands Scientist, or related certification may be required as applicable to the area in which position is assigned.

SPECIAL REQUIREMENTS: Specific education and experience requirements must be tailored to meet documented recruitment needs of the agency or department. All specific minimum qualifications must be stated on the supplemental job description and approved by the Division of Personnel prior to posting at the agency level.

RECOMMENDED WORK TRAITS: Thorough knowledge of the principles and practices of biology, limnology, environmental science, and scientific laboratory and field methods and techniques. Ability to plan, coordinate and supervise personnel and equipment needs. Ability to evaluate the work performance of professional and technical staff. Ability to make recommendations to agency administrators regarding program activities within area of specialization. Ability to develop budget recommendations. Ability to express ideas clearly and concisely both orally and in writing. Ability to effectively communicate scientific or technical information to all audiences. Ability to analyze program effectiveness. Ability to speak before public groups and legislative committees. Ability to establish and maintain effective working relationships with federal, state and other public officials. Must be willing to maintain appearance appropriate to assigned duties and responsibilities as determined by the agency appointing authority.

DISCLAIMER STATEMENT: This class specification is descriptive of general duties and is not intended to list every specific function of this class title.