

Washington State Department of Personnel
Class Specification

CONSERVATION PLANNER 2

5420

Abolished 11/14/2011

Definition:

In the Department of Wildlife, designs and carries out assigned wildlife conservation planning and program development projects. Assists in developing operational plans and/or budgets for various divisions, regions, and programs within the agency.

Distinguishing Characteristics:

This is the fully qualified level of the Conservation Planner series. Incumbents work independently with only general direction from higher level staff and are responsible for operational or program planning.

Typical Work:

Provides assistance in formulating and writing the Washington Wildlife Resources Management Plan; assists in reviewing to assure conformance with planning policies, procedures and standards;

Works with Divisions in developing and updating of a 6-year short-range operational Wildlife Resource Management Plan for the Washington Department of Wildlife;

Coordinates planning functions of various divisions with preparation of biennial operating and capital budgets;

Designs and carries out wildlife resource planning for Department in assigned area;

Provides assistance to other governmental agencies on policies and technical determinations needed to protect wildlife resources in specific areas;

Conducts investigations/surveys/research using appropriate statistical techniques to provide background data to identify problem areas in wildlife resource management planning;

Performs varied research and statistical analysis for wildlife resource management planning and evaluation;

Develops methods of evaluating alternatives as to their effectiveness in meeting program objectives;

Works with Division Program Managers to assure that policies and procedures are consistent with long- and short-range planning;

Serves on the Technical Review Committee for Department Capital Budget projects;

Performs field trips on planning activities and programs to inform Department personnel of planning and evaluation needs and to collect data;

Works with legislative and budget staffs on planning and budgetary matters affecting the Department;

Performs other duties as required.

Legal Requirement(s):

There may be instances where individual positions must have additional licenses or certification. It is the employer's responsibility to ensure the appropriate licenses/certifications are obtained for each position.

Desirable Qualifications:

A Bachelor's degree with major study in wildlife management, fisheries management, forestry, planning, business administration, public administration, or closely allied field.

AND

Three years of experience in natural resources management, planning, program development, budget development, or management analysis.

Work towards a Master's degree in the fields listed above may be substituted, year for year, for experience.

Additional years of the above qualifying experience will substitute, year for year, for the required education.

Class Specification History:

New class Effective July 13, 1970

Revised January 12, 1973 Revises minimum qualifications

Revised September 14, 1979 Revises definition, minimum qualifications, adds distinguishing characteristics, title change and class code change (formerly Wildlife Planner, class code 6450)

Revised March 12, 1982 Revises minimum qualifications

Revised February 11, 1983 Revises minimum qualifications

Revised May 13, 1983 Revises minimum qualifications

Revised December 11, 1987 Revises definition, distinguishing characteristics and minimum qualifications

New class code: (formerly 67320) effective July 1, 2007