

NATURAL RESOURCES PLANNER I

2 positions available

Recruitment #18-002308-0007

DEPARTMENT	DNR - Critical Area Commission
DATE OPENED	11/2/2018 11:26:00 AM
FILING DEADLINE	11/16/2018 11:59:00 PM
SALARY	\$36,557.00 - \$57,808.00/year
EMPLOYMENT TYPE	Full-Time
HR ANALYST	Khia Poteat
WORK LOCATION	Anne Arundel

Introduction

This is a position specific recruitment for the Maryland Department of Natural Resources, Critical Area Commission. This recruitment will be used to fill current vacancies for the position and may be used to fill future vacancies in the same classification/function. Future vacancies may also be filled via other recruitments. The resulting eligible list will be maintained for one year.

GRADE

13

LOCATION OF POSITION

Annapolis, Maryland (Anne Arundel County)

Main Purpose Of Job

The Natural Resources Planner I serves as a member of the natural resources planning team and provides circuit rider services to municipalities on Maryland's eastern shore. This position serves as a member of the natural resources planning team providing guidance to towns to help them implement their local Critical Area programs. Responsibilities will include review of permit applications, identifying technical natural resource planning needs, coordinating delivery of

information and resources to address those needs, and assisting in the development of educational materials and tools geared for municipal staff. This position will also assist in the review of shoreline management using geographic information systems and other desktop resources; perform site visits to assist municipal officials and the public as necessary; and assist with research and report preparation as directed.

MINIMUM QUALIFICATIONS

Education: Possession of a Bachelor's Degree from an accredited college or university in an environmental science or natural resources planning, management or development.

Experience: None.

Notes:

1. Possession of a Bachelor's Degree from an accredited college or university in urban or regional planning, engineering, physical geography, or the physical, chemical, biological sciences and one year of experience in natural resources planning or applied environmental science may be substituted for the required education.
2. Possession of a Master's Degree from an accredited college or university in natural resources planning, management, administration, development, environmental, urban or regional planning; resources economics or development; environmental system management; water or land resources planning and management; environmental landscape architecture; or the physical, biological, chemical or environmental sciences maybe substituted for up to three years of the required experience.
3. Candidates may substitute U.S. Armed Forces military service experience as a commissioned officer in the general natural resources management and biological sciences classifications or general natural resources management and biological sciences specialty codes in the general natural resources management and biological sciences field of work on a year-for-year basis for the required education.

DESIRED OR PREFERRED QUALIFICATIONS

1. Experience making public presentations or presentations in educational settings.
2. Experience preparing written reports or other publications and communication.
3. Experience with natural resources planning.

SELECTION PROCESS

Please make sure you provide sufficient information on your application to show that you meet the qualifications for this recruitment. All information concerning your qualifications must be submitted by the closing date. We will not consider information submitted after this date.

For education obtained outside the U.S., a copy of the equivalent American education as determined by a foreign credential evaluation service must be provided prior to hire.

Successful candidates may be ranked as Best Qualified, Better Qualified, or Qualified and placed on the employment (eligible) list for at least one year.

EXAMINATION PROCESS

Your application is part of the examination process. The examination will consist of a rating of your education, training, and experience related to the requirements of this position. The rating will be based on the information provided on your application. Therefore, it is important you provide all the experience and education related to this position completely and accurately. Verifiable volunteer experience will be considered; please include it on your application, if applicable.

Resumes will not be accepted. Please do not submit unsolicited documentation (cover letters, resumes, etc.).

You will be required to complete a supplemental questionnaire.

BENEFITS

STATE OF MARYLAND BENEFITS

FURTHER INSTRUCTIONS

The online application is **STRONGLY** preferred. If you are unable to apply online, you may submit a paper application and supplemental questionnaire to:

Department of Natural Resources
Human Resources
580 Taylor Avenue, C-3
Annapolis, MD 21401

Specific inquiries regarding this recruitment can be directed to: Khia Poteat, e-mail:
khia.poteat@maryland.gov

Faxed or e-mailed applications will not be accepted.

As an equal opportunity employer Maryland is committed to recruiting, retaining and promoting employees who are reflective of the State's diversity.

We thank our Veterans for their service to our country, and encourage them to apply.

Bilingual applicants are encouraged to apply.

TTY Users: call via Maryland Relay.

45 Calvert Street, Annapolis, MD 21401

300-301 West Preston Street, Baltimore, MD 21201

Toll Free (800) 705-3493