

**TITLE: ENVIRONMENTAL ANALYST 1 (Science Educator)**

**EMPLOYER:** New England Interstate Water Pollution Control Commission (NEIWPC),  
Wannalancit Mills, 650 Suffolk Street, Suite 410, Lowell, MA 01854.

**LOCATION:** NYS DEC's Hudson River National Estuarine Research Reserve (NERR) Headquarters  
at Norrie Point Environmental Center, Norrie Point Way, Staatsburg, NY 12580

**SALARY:** Grade and Step dependent upon qualifications and experience.

**ADDITIONAL INFORMATION:** Benefits provided, but not included in salary range: vacation,  
personal and sick leave; health, dental, disability and life insurance; retirement plan. This position  
requires the incumbent to work Monday through Friday, 7½ hours per day, except for approved  
overtime. There will be occasional weekend work.

**BACKGROUND INFORMATION:** The New England Interstate Water Pollution Control Commission  
serves as a forum for interstate communication and coordination on water related pollution control  
efforts among all the New England States and New York State.

The Hudson River National Estuarine Research Reserve (HRNERR) program and the Hudson River  
Estuary Management Program were established, pursuant to Section 11-0306 of New York State's  
Environmental Conservation Law. The programs were undertaken to protect and improve the  
natural and human resources of the Hudson River Basin by implementing the Hudson River  
Research Reserve Management Plan and the Hudson River Estuary Action Agenda. Partners in the  
program include the NYS DEC Division of Water, NEIWPC, the National Oceanic and Atmospheric  
Administration and other federal, state and local agencies, conservationists, researchers,  
sportsmen, business leaders, river users, etc.

**SUPERVISORY CONTROLS:** Incumbent operates with some independence of action and delegation  
of professional decisions within his or her area of activity. Job performance is evaluated by Chris  
Bowser, HRNERR, in consultation with Michael Jennings, NEIWPC.

**DUTIES AND RESPONSIBILITIES:**

Specific duties include:

**Eel Project**

- Implement eel project, including spring glass eel surveys, eel ladders, stream surveys, and classroom programs;
- Expand eel project sites and audiences;
- Help develop and implement volunteer training modules;
- Oversee data collection and management, conduct evaluations, adhere to ASMFC protocols, obtain all necessary permits and permissions;
- Coordinate with major partners at all sites to ensure high quality of data and volunteer experience;
- Develop products and presentations for orientation, training, results, online resources, and classroom use;

### **Citizen-Science Development**

- Explore and pilot additional citizen-science projects including SAV and herring;
- Oversee development of web-based resources, including mobile apps, databases and calendars;
- Work with local schools as Science Research mentors; number to be determined;

### **Norrie & Canoe Education Programs**

- Implement school and group education programs at Norrie; lead or co-lead with Program Specialist as needed;
- Implement canoe programs at various reserve sites; lead or co-lead with Program Specialist as needed;
- Train for program scheduling and logistics under Program Specialist;

### **Education Facility and Website Upkeep**

- Maintain Norrie aquariums and live animal displays when SCA members are not in place;
- Upkeep of education materials, including repair and cleaning of equipment, ordering supplies, and organizing wet classroom and sheds;
- Provide regular updates, content, and maintenance to HRNERR.org and appropriate NYSDEC pages;
- Development of education displays, signage, and portable materials for use and exhibition at the Norrie Point Environmental Center, various Reserve sites, and a limited number of public off-site events and festivals.

### **Day in the Life of the Hudson River**

- Work within a team (HREP, LDEO) to plan and implement one Day in the Life of the Hudson River event each fall;
- Conduct multiple trainings in conjunction with partners;
- Work with SCA to assign SCA members to appropriate sites;
- Develop and deliver lesson plans, distance learning, and classroom programs directly following the event

### **Program Development, Design, and Documentation**

- Collaborate with colleagues within the Research Reserve and the Hudson River Estuary Program in developing strategies for program development;
- Collect data and evaluations with the goal of using this information to improve programs;
- Record and report metrics data required by the Research Reserve and Estuary Program to measure progress in achieving objectives.

The satisfactory performance of the above duties and responsibilities requires the incumbent to have a thorough understanding of the NYS DEC's Research Reserve and Estuary Program's organization, and policies, to exercise initiative and resourcefulness in complicated situations, and to be able to work effectively with state contacts at top management levels, and with varied professional backgrounds and to communicate clearly and easily with the public. The ability to organize workload, and perform tasks in an accurate, conclusive and timely manner is required.

### **RECOMMENDED QUALIFICATIONS:**

**Education**

A bachelor's degree in communications or marketing and demonstrated knowledge of environmental management or a related field, or a degree in environmental studies, education, biology, or marine science and demonstrated communications skills, including web, print and design applications.

**Experience**

Applicants must have at least (A) three years of full-time, or equivalent part time field professional experience, of which (B) at least one year must have been in a professional capacity, (c) any equivalent combination of the required experience and the following substitutions:

**Substitutions:**

- I. An associate's degree with a major in the field of environmental science, education, biology, chemistry, earth science, environmental health, meteorology, natural science, toxicology or public health may be substituted for a maximum of one year of the required (A) experience.\*
- II. A bachelor's degree with a major in the field of environmental science, education, biology, chemistry, earth science, environmental health, meteorology, natural science, toxicology or public health may be substituted for a maximum of two years of the required (A) experience.\*
- III. A graduate degree with a major in environmental science, education, biology, chemistry, earth science, environmental health, meteorology, natural science, toxicology or public health may be substituted for required experience.\*

\* Education towards such a degree will be prorated on the basis of proportion of the requirements actually completed.

**Special Knowledge and Skills**

Strong critical thinking and communications skills  
Strong writing, editing and graphic design skills  
Knowledge of ecology, estuarine science, and principles of environmental management  
Proficiency with graphics design, web publishing and common office productivity software  
Strong organizational skills and excellent ability to work with people  
Responsible, detail-oriented, thorough approach  
Ability to identify and discuss problem issues as they arise  
Place based education techniques and pedagogy

**Environmental Factors**

Duties will be performed largely in an office setting, but with need for travel to locations in Hudson Valley. Such travel and other appropriate expenses will be compensated at the approved New York State rate.

**Requirements**

- A valid driver's license and access to own transportation required.

- Attendance in the Lowell office for a one day orientation during the first two weeks of employment and at the annual All Staff Meeting is mandatory.