



Job Title	Water Conservation Specialist	FLSA Status	Exempt
Band	PRO	Probationary Period	12 Months
Zone	6	Job Code	17802

Class Specification – Water Conservation Specialist

Summary Statement:	
The purpose of this position is to develop, conduct, and lead a water conservation management program; and to develop and manage a comprehensive cultural program for the promotion of healthy and sustainable turf partnership with internal Parks and Recreation staff. This will require an advanced understanding of irrigation planning, management and maintenance, along with comprehensive knowledge of horticulture and agronomy. Responsible for implementing short and long-term water efficiency strategies and development of turf fertility and management program. Provide technical leadership role providing counsel to the leadership team regarding strategies.	
Essential Functions	Note: Regular attendance in the performance of this job is an essential function.
Time % (All below must add to 100%)	Note: Time spent on each essential function will vary based on operational needs and is only intended to be an approximation over the course of a full year.
55%	Oversees internal and external program for the repurposing of bluegrass turf areas to promote water conservation and maintenance cost savings; directs contractors in the installation, management, and repair of irrigation systems; and establishes database management to track and measure system improvements; conducts irrigation system evaluations and audits and recommends modifications.
25%	Provides data analysis, demonstration projects, and research to achieve water use efficiencies; researches and develops training programs, conducts cost/benefit analysis for conservation, repurposing and irrigation efficiencies; and provides project management, budget management, scheduling, and project oversight.
20%	Researches irrigation and agronomic technology advancements, industry trends, and best practices in turf management; establishes and manages a maintenance and fertility program for park systems turf; and performs soils tests and assessments to establish management practices.

Competencies Required:
Human Collaboration Skills: Decisions regarding interpretation of policies may be made. Contact may involve support of controversial positions or the negotiation of sensitive issues or important presentations. Contacts may involve stressful, negative interactions with the public requiring high levels of tact and the ability to respond to aggressive interpersonal interactions.
Reading: Advanced - Ability to read literature, books, reviews, scientific or technical journals, abstracts, financial reports, and/or legal documents. Ordinarily, such education is obtained at the college level or above. However, it may be obtained from experience and self-study.



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Math: Advanced - Ability to apply fundamental concepts of theories, work with advanced mathematical operations methods, and functions of real and complex variables. Ordinarily, such education is obtained at the college level or above. However, it may be obtained from experience and self-study.

Writing: Advanced - Ability to write editorials, journals, speeches, manuals, or critiques. Ordinarily, such education is obtained at the college level or above. However, it may be obtained from experience and self-study.

Technical Skills Required:

Advanced Skills and Knowledge: Work requires advanced skills and knowledge in approaches and systems, which affect the design and implementation of major programs and/or processes organization-wide. Independent judgment and decision-making abilities are necessary to apply technical skills effectively.

Relevant Background and Formal Education: Demonstrated skills, competencies, and knowledge required for this job are most often acquired through the following practical experience and level of academic education and training as suggested below.

Education: Bachelor’s degree from an accredited college or university with major coursework in business, natural science, environmental studies, agriculture, engineering, or related field.

Experience: Five years of full-time responsible experience in conservation, renewable energy program development, or related field.

Certifications and Licenses: Must possess or be able to acquire the following certifications and/or licenses.

Certifications required in accordance with standards established by departmental policy.	
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Supervision Exercised:

Work requires managing and monitoring work performance by directing subordinate supervisors, including making final decision on hiring and disciplinary actions, evaluating program/ work objectives and effectiveness, and realigning work and staffing assignments, as needed.

Supervision Received:

Receives General Direction: This job title normally performs the job by following established standard operating procedures and/or policies. There is a choice of the appropriate procedure or policy to apply to duties. Performance reviewed periodically.



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Fiscal Responsibility:

Prepares accounting, budget and employment actions, purchasing documents, and does research to justify language used in documents to include personnel. Monitors expenditures to ensure budget compliance.

Physical Demands:

Exerting up to 20 lbs. occasionally; 10 lbs. frequently; or negligible amounts constantly; OR requires walking or standing to a significant degree.

Environmental Conditions	Frequency
Primary Work Environment	Outdoors
Extreme Temperature	Several Times per Month
Wetness and Humidity	Several Times per Month
Respiratory Hazards	Seasonally
Noise and Vibrations	Several Times per Month
Physical Hazards	Several Times per Month
Mechanical and/or Electrical Hazards	Occasionally
Exposure to Communicable Diseases	Never

Machines, Tools, Equipment, and Work Aids: Computer, printer, copier, telephone, and standard office equipment.

Specialized Computer Equipment and Software: Microsoft Office.

The description above is intended to represent only the key areas of responsibilities; specific job assignments, duties, and environmental conditions will vary depending on the business need of the department and the particular assignment.

Original date: December 2014