



NYC Parks

CITY OF NEW YORK PARKS & RECREATION

## **CITYWIDE JOB VACANCY NOTICE: Job ID No.494975**

**Office Title:** Environmental Permits Specialist

**Civil Service Title:** City Research Scientist **Title Code No:** 21744 **Level:** I

**Salary:** \$64,140 After one year of service in the title, salary increases to \$70,554

**Number of Positions:** 1 **Work Location:** Arsenal North, Manhattan

The mission of Forestry, Horticulture and Natural Resources (FHNR) is to protect, restore, expand and manage New York City's natural spaces and green infrastructure to maximize their benefits and promote their value within and outside of the urban ecosystem. The Natural Resources Group (NRG) is a division within FHNR responsible for acquisition, protection, restoration, and management of natural areas within the nearly 29,000 acres of City parkland.

### **Major Responsibilities**

- Under general supervision, with latitude for independent initiative and judgment, coordinate environmental review and permitting and provide design, and planning support for the restoration and management of natural resources.
- Provide expertise and organization in assuring compliance with wetlands, stormwater management, and other environmental regulations and restoration performance standards.
- Prepare wetland and stormwater permit applications for state and federal regulatory agencies, as well as city and state environmental quality review, site management plans, and sediment and erosion control plans.
- Coordinate with other city, state, and federal regulatory agencies to meet regulatory requirements. Serve as primary point of contact between FHNR and state and federal regulators.
- Support field work to support permitting, compliance, and restoration and assessment projects, including site inspections, wetland delineations, and ecological monitoring to assess performance of restoration and management projects.
- Use software, such as ArcGIS, Python, and R, to map, visualize, and analyze data.
- Manage a variety of ecological restoration or monitoring and assessment projects as needed.
- Facilitate projects by partner organization on parkland, including monitoring and permitting support and relationship building.
- Prepare maps, figures, and final reports to submit to the public, funders, collaborators, internal staff and regulatory agencies.

### **Qualification Requirements**

1. A master's degree from an accredited college or university with a specialization in an appropriate field of physical, biological or environmental science or in public health.

Residency in New York City, Nassau, Orange, Rockland, Suffolk, Putnam or Westchester counties required for employees with over two years of city service. New York City residency required within 90 days of hire for all other candidates.

### **Preferred Skills/Qualifications**

1. Master's degree in an environmental science, ecology, natural resource management, or a related field.
2. Excellent inter-personal skills, including the ability to work independently and part of a team.
3. Excellent writing and organizational skills and attention to detail.
4. Field experience conducting monitoring and mapping in the field in support of natural resource management projects.
5. Knowledge of wetlands and stormwater regulations, and/or erosion control and stormwater pollution prevention techniques.
6. Knowledge of forest and wetlands restoration and management techniques.
7. Experience preparing permit applications, conducting associated monitoring and preparing reports for regulatory compliance.
8. Strong GIS, spatial and statistical analysis and data management skills.
9. Experience reviewing and evaluating construction plans and specifications.
10. Valid New York State Driver License.

Vaccination Requirement: As of August 2, 2021, all new hires must be vaccinated against the COVID-19 virus, unless they have been granted a reasonable accommodation for religion or disability. If you are offered city employment, this requirement must be met by your date of hire, unless a reasonable accommodation for exemption is received and approved by the hiring agency.

### **How to Apply**

#### **Parks Employees:**

- 1) From a Parks computer: Access **Employee Self Service (ESS)** from the Parks Intranet under Applications or use this link: <https://hrb.nycaps.nycnet/>. Once in **ESS**, go to Recruiting then Careers and search for **Job ID# 494975**. Do not access **ESS** using [nyc.gov/ess](https://nyc.gov/ess) from a Parks computer.
- 2) **Parks & City Employees:**  
From a Non-Parks computer: Access **Employee Self Service (ESS)** by going to [nyc.gov/ess](https://nyc.gov/ess) or use this link: <https://a127-ess.nyc.gov/>. Once in **ESS**, go to Recruiting then Careers and search for **Job ID# 494975**.

Include your ERN and **Job ID# 494975** on your cover letter and resume.

#### **All other applicants:**

Click here to apply: [Environmental Permits Specialist](#) OR  
Go to [nyc.gov/careers/search](https://nyc.gov/careers/search) and search for **Job ID# 494975**.

**POST DATE: 10/22/2021**

**POST UNTIL: 11/19/2021**

**NOTE:** All resumes must be received no later than the last day of the posting period. References will be required upon request.

[nyc.gov/parks](https://nyc.gov/parks)

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TELECOMMUNICATIONS DEVICE FOR THE DEAF: (212) 504-4115