

WATERWAYS MANAGEMENT SUPERVISOR

Department: Environmental Control

Classification: Competitive

Specification Number: 2885

Approved: 4/12/24

Revised: By JG

MINIMUM QUALIFICATIONS

OPEN COMPETITIVE

Graduation from high school and six (6) years of experience in harbors, waterways, marine facilities, or in marine and shellfish management, three (3) years of which must have been in a supervisory capacity.

Note: Additional education from a college with federally-authorized accreditation or registration by NY State may be substituted for non-supervisory experience on a year-for-year basis.

PROMOTIONAL

Two (2) years of permanent competitive status as an Assistant Waterways Management Supervisor.

DISTINGUISHING FEATURES OF THE CLASS

Under general supervision, an employee in this title is responsible for maintaining the environmental quality of Town waterways. Programs include shellfish management, issuance of licenses, enforcement of waterways management codes and public information. Supervision is exercised over technical and clerical employees. An administrative supervisor reviews the work through conferences and written reports. Does related work as required.

TYPICAL WORK ACTIVITIES

Directs a program to detect violations of Town waterway codes;

Supervises a shellfish management program, including surveillance of clam beds, removal of clams from polluted waters and the issuance of licenses;

Supervises the use of waterways for boating, fishing and shell fishing;

Conducts inspections and surveys of boat berthing facilities;

Issues information to the public concerning the activities of the program;

Supervises technical and clerical personnel.

KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

Thorough knowledge of the ordinances and programs relating to Town waterways and their use; thorough knowledge of shellfish management and wetlands preservation and restoration; good knowledge of investigation and inspection procedures applicable to the facilities in and around Town harbors and waterways; ability to plan, assign, supervise and review the work of a technical and clerical staff in a manner conducive to full performance and high morale; ability to make sound recommendations for improving boating facilities for the municipality; ability to establish and maintain effective working relationships with civic leaders, public officials, and the general public; ability to express oneself clearly and concisely, both orally and in writing; physical condition commensurate with the demands of the position.