

STATE OF NEBRASKA CLASS SPECIFICATION  
NATURAL RESOURCES PLANNER COORDINATOR

EST: 08/70 – REV: 09/18  
CLASS CODE: E57172

**DESCRIPTION:** Under limited supervision, performs supervisory and specialized professional work in program area of limited scope; Works independently in technical areas of assigned programs; develops and implements water resources management plans; performs related work as assigned.

**DISTINGUISHING CHARACTERISTICS:** (A position is assigned to this class based on the scope and level of work performed as outlined below.)

N/A

**EXAMPLES OF WORK:** (A position may not be assigned all the duties listed, nor do these examples include all the duties that may be assigned).

Supervises and trains professional and supporting personnel in carrying out technical water resources planning functions in any of the related disciplines of engineering, hydrology, geology, economics, ecology, conservation and flood mitigation.

Performs the more difficult technical tasks related to water resources planning.

Supervises and participates in the preparation of technical planning reports.

Participates in technical planning decisions.

Responsible for plan formulation.

Provides for technical coordination of federal, state and local agency studies in the development of water resources plans.

Makes public appearances to explain program functions and policies. Attends to a variety of routine administrative duties.

**KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:** (These are needed to perform the work assigned.)

Knowledge of: the principles and techniques of supervision; scientific understanding of water resources planning; principles and standards of planning; Nebraska's surface and groundwater laws; flood mitigation planning and project development; benefit-cost analyses of potential projects; federal planning guidelines and grants.

Ability to: plan, assign, and develop water resources plans; understand water resources planning processes and follow planning guidelines; advise others in technical matters; analyze effectiveness of water resources management measures; communicate highly technical information to other technical experts and the general public; communicate effectively orally and in writing; organize and write technical reports and outreach materials.

Skill in: developing and implementing water resources plans; Explaining program functions and policies to the general public; maintaining good working relationships with federal agencies, state and local government entities, and the general public; speaking well in the public and communicating both orally and in writing; writing reports, professional papers and public outreach materials; utilization of applicable software and tools for planning; and interpersonal communications.

**MINIMUM QUALIFICATIONS:** (Applicants will be screened for possession of these qualifications. Applicants who need accommodation in the selection process should request this in advance.)

Bachelor's degree in field related to water resources planning plus six years of related experience.

**SPECIAL NOTES:**

State agencies must evaluate each of their positions to determine their individual overtime eligibility status. FLSA regulations state positions cannot be exempted based on job title; rather the duties and responsibilities of each position must be evaluated by application of FLSA exemption criteria.

Some position may require obtaining a Certified Floodplain Manager (CFM) within 6 months of employment.

Some positions may require overnight travel.