



Position Description

Conservation Planner

Department of Planning, Design and Natural Resources
Reports to Chief of Park Planning
Supervises: Interns, part-time employees, as assigned

Grade 28, Exempt
Position # 1445
September 2008

Cleveland Metroparks Conservation Planner integrates conservation biology principles, geospatial data, and Geographic Information System (GIS) analyses and evaluations as a decision support system for Planning, Design and Natural Resources functions.

Essential functions:

1. Provides support Geographic Information Systems (GIS) applications, tools, analyses and recommendations for conservation planning and natural resource management from an up-to-date working knowledge of conservation biology principles.
2. Develops, maintains and provides natural resource applications of Cleveland Metroparks' Geographic Information System (GIS) and related databases.
3. Maintains quality control on all conservation planning functions including GIS analysis and evaluations, mapping products and data bases.
4. Coordinates and integrates work activities with other PDNR department applications with specific focus on research and natural resource management initiatives.
5. Conducts selected studies in the support of natural resource and park planning initiatives which include research, investigation, inventorying, analysis, evaluation and development of concepts for the purpose of review by Park District staff, Board of Park Commissioners and other regional agencies.
6. Maintains on-going relationship and coordination with other conservation and land planning agencies of the region relative to conservation planning, practices and applications.
7. Provides GIS services on an as needed basis to support other PDNR activities.

Other functions:

1. Develops and maintains effective communications and relations with District personnel, public agencies, municipalities and the general public to assure understanding and coordination of conservation planning programs.
 - Participates in reviews with public agencies and municipalities, seeking project understanding, cooperation and/or approval, as appropriate.
 - Represents the Park District on assigned public agency committees, task forces, or work groups.
2. Participates as a team member in Park District interdisciplinary task forces, as required.
3. Keeps supervisor informed of key issues.
4. Carries out duties and responsibilities in safe and efficient manner to maintain safe work environment. Responds to hazardous situations and/or potentially unsafe conditions by taking corrective action, and promptly notifying supervisory personnel.
5. Performs related duties as appropriate or assigned.

Conservation Planner

Position Description

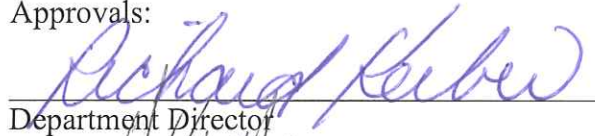
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Qualifications

- Master's degree or higher from an accredited college or university in conservation biology, natural resources, environmental planning, related field or equivalent.
- Demonstrated experience with the integration of biological and planning backgrounds.
- Working knowledge of ArcGIS and data management systems is required with additional knowledge of geospatial analysis and modeling software.
- Academic emphasis or experience in GIS applications relative to natural resource management, research and park planning is required.
- Three years' practical experience in conservation planning with GIS application and development.
- Valid Ohio driver's license.

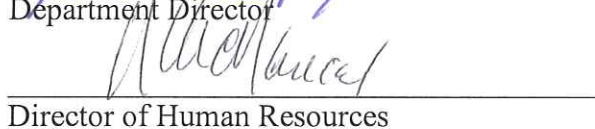
EEO Job Category: 2

Approvals:



Department Director

Date 10/15/08



Director of Human Resources

Date 10/10/08



Executive Director-Secretary

Date 10/10/08