

# Environmental Planner Series

## California State Personnel Board Specification

Series established March 13, 1975

### Scope

This series specification describes classes used to plan, develop, evaluate, and mitigate a wide variety of environmental planning and project activities. As part of an interdisciplinary team, incumbents in these classes will integrate social, economic, and environmental elements of systems and project planning into statewide and interregional facilities planning and development.

| Schem Code | Class Code | Class   |
|------------|------------|---|
| JX30       | 4640       | Environmental Planner                                   |
| JX34       | 4617       | Environmental Planner (Archeology)                      |
| JX36       | 4618       | Environmental Planner (Architectural History)           |
| JX32       | 4635       | Environmental Planner (Natural Sciences)                |
| JX14       | 4711       | Associate Environmental Planner                         |
| JX16       | 4634       | Associate Environmental Planner (Archeology)            |
| JX18       | 4642       | Associate Environmental Planner (Architectural History) |
| JX20       | 4680       | Associate Environmental Planner (Natural Sciences)      |
| JX22       | 4682       | Associate Environmental Planner (Socioeconomic)         |
| JX12       | 4713       | Senior Environmental Planner                            |
| JX10       | 4719       | Supervising Environmental Planner                       |

Environmental Planner Series Specification - Class Titles and Codes

### Definition of Series

The Environmental Planner is an interdisciplinary team member or manager who participates in transportation systems planning and project development; prepares environmental analysis of proposed projects and modal and design alternatives; identifies environmental impacts of transportation systems, corridors and projects and formulates measures to mitigate impacts; prepares, reviews and processes environmental clearance documents for transportation systems plans and projects in compliance with all applicable local, State and Federal laws, regulations and policies; reviews environmental documents of local, State and Federal agencies; and prepares inventories and analyses of existing and future environmental conditions.

Typically, the Environmental Planner will:

1. Make an environmental inventory and an assessment of existing social and natural environmental systems, to be used as a data base upon which to plan and develop transportation systems in conjunction with local, regional, and State plans.

2. Prepare, review and process environmental documents mandated by Federal and State laws and regulations and, as a team member, must assess the consequences to the environment of transportation alternatives and formulate environmental mitigation measures for these alternatives.

3. Participate in the continuing development of multimodal transportation plans and projects based on statewide, regional, and local needs.

4. Identify research needs in the natural and social sciences as well as the environmental design arts; perform research within area of expertise as part of a research team; monitor and evaluate environmental research findings accomplished by out-service personnel and contract consultants.

5. Assist in the development of and participate in training programs in the environmental area.

6. Participate as a departmental representative on environmental issues at inter or intradepartmental meetings, public or private meetings and hearings, and legislative hearings.

## **Entry Levels**

Entry into this series is typically through the class of Environmental Planner, Range A.

## **Factors Affecting Position Allocation**

Degree of supervision received; variety and complexity of assignments; scope and complexity of responsibility, independence of action and level of decision-making authority; level and variety of work contacts; degree of administrative and supervising responsibilities; and scope of program and policy implementation responsibility.

## **Definition of Levels**

### **Environmental Planner**

#### **Environmental Planner (Archeology)**

#### **Environmental Planner (Architectural History)**

#### **Environmental Planner (Natural Sciences)**

This is the recruiting, developmental, and first working level. Initially, under supervision, in a learner capacity, incumbent does the less responsible and complex environmental work in connection with environmental planning and research and analysis. As knowledge and skills are developed, the incumbent performs environmental planning, analysis and evaluation work of average difficulty; assists in conducting and preparing environmental studies; prepares reports and documents including environmental impact statements and assessments.

### **Associate Environmental Planner**

This is the full journeyman level. Under general direction, plans and carries out the details of the most difficult and complex studies. Such work may include serving in a lead capacity over other personnel within the scope of particular studies.

#### **Associate Environmental Planner (Archeology)**

This is the full, specialized journeyman level. Under general direction, plans and carries out the details of the more difficult and complex studies in the area of archeology. Such work may include serving in a lead capacity over other personnel within the scope of particular studies.

#### **Associate Environmental Planner (Architectural History)**

This is the full, specialized journeyman level. Under general direction, plans and carries out the details of the more difficult and complex studies in the area of architectural history. Such work may include serving in a lead capacity over other personnel within the scope of particular studies.

## Associate Environmental Planner (Natural Sciences)

This is the full, specialized journey person level. Under general direction, plans and carries out the details of the most difficult and complex studies in the area of natural resources. Such work may include serving in a lead capacity over other personnel within the scope of particular studies.

## Associate Environmental Planner (Socioeconomic)

This is the full, specialized journey person level. Under general direction, plans and carries out complex studies in the area of sociology and/or economic impact. Such work may include serving in a lead capacity over other personnel within the scope of particular studies.

## Senior Environmental Planner

This is the full supervisory level. Under general direction, plans and supervises the work of a multidisciplinary staff conducting comprehensive environmental studies; or without supervising responsibility, acts as an in-house consultant performing the most difficult and complex work which is either critical to the department's basic mission or of statewide significance.

## Supervising Environmental Planner

This is the program manager level. Under general direction, represents the department in environmental planning matters of statewide significance and is responsible for supervising the planning and executing of major environmental planning, analysis, and research programs in connection with environmental impact studies.

## Minimum Qualifications

### Environmental Planner

#### EITHER I

A Bachelor's Degree in the Social Sciences, Natural Sciences, or Environmental Design Arts. (Registration as a senior in a recognized institution will admit applicants to the examination, but they must produce evidence of having fulfilled the requirements for graduation before they will be considered eligible for appointment.)

#### OR II

Experience: One year of experience in social or natural environmental planning, environmental research analysis or environmental evaluation. and

Education: Equivalent to graduation from college. (Registration as a senior in a recognized institution will admit applicants to the examination, but they must produce evidence of having fulfilled the requirements for graduation before they will be considered eligible for appointment.) (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)

#### OR III

Experience: One year of experience in the California state service performing environmental planning related duties in a class comparable in responsibility to Management Services Technician, Range B. and

Education: Eighteen semester units of related college courses in social science, natural science, environmental studies, cultural resources or economics.

## Environmental Planner (Archeology)

### EITHER I

A Bachelor's Degree in Anthropology, with a concentration in California Archeology including one course in field work. (Registration as a senior in a recognized institution will admit applicants to the examination, but they must produce evidence of having fulfilled the requirements for graduation before they will be considered eligible for appointment.)

### OR II

Experience: One year of experience in archeological surveys, studies, research, analysis, or evaluation. and

Education: Equivalent to graduation from college. (Registration as a senior in a recognized institution will admit applicants to the examination, but they must produce evidence of having fulfilled the requirements for graduation before they will be considered eligible for appointment.) (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)

## Environmental Planner (Architectural History)

### EITHER I

A Bachelor's Degree in Art History, Architectural History or Historic Preservation, with a concentration in American Architecture including course work in 17<sup>th</sup> -20th Century American Architecture, and 19<sup>th</sup> -20th Century Architectural History. (Registration as a senior in a recognized institution will admit applicants to the examination, but they must produce evidence of having fulfilled the requirements for graduation before they will be considered eligible for appointment.)

### OR II

Experience: One year of experience in research, writing, or teaching in American architectural history, or other demonstrable professional activity with a government agency, an academic institution, historical organization or agency, museum or other professional institution. and

Education: Equivalent to graduation from college. (Registration as a senior in a recognized institution will admit applicants to the examination, but they must produce evidence of having fulfilled the requirements for graduation before they will be considered eligible for appointment.) (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)

## Environmental Planner (Natural Sciences)

### EITHER I

Education: A Bachelor's Degree in the Biological Sciences with concentration in either animal biology, plant biology, ecology, fisheries management, or wildlife management. (Registration as a Senior in a recognized institution with admit applicants to the examination, but they must produce evidence of having fulfilled the requirements for graduation before they will be considered eligible for appointment.)

## OR II

Experience: One year of experience in environmental planning, research, analysis, or evaluation of natural science elements. and

Education: Equivalent to graduation from college. (Registration as a senior in a recognized institution will admit applicants to the examination, but they must produce evidence of having fulfilled the requirements for graduation before they will be considered eligible for appointment.) (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)

## Associate Environmental Planner

### EITHER I

One year in the California state service performing environmental planning, analysis, research or evaluation in a class at a level equivalent to that of Environmental Planner, Range C.

### OR II

Experience: Three years of experience in environmental planning, research, analysis, or evaluation, at least one year of which must have been equivalent in level to work performed by an Environmental Planner, Range C, in the California state service. (A Doctorate Degree in Environmental Planning or Environmental Sciences may be substituted for the three years of required experience; a Master's Degree in Environmental Planning or Environmental Sciences may be substituted for two years of the general experience.) and

Education: Equivalent to graduation from college. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)

## Associate Environmental Planner (Archeology)

### EITHER I

One year in the California state service performing the duties of an Environmental Planner (Archeology), Range C.

### OR II

Experience: Three years of experience in archeological surveys, studies, research, analysis, or evaluation, at least one year of which must have been equivalent in level of work performed by an Environmental Planner (Archeology), Range C, in the California state service. (A Doctorate Degree in Anthropology with a concentration in California Archeology may be substituted for the three years of required experience; a Master's Degree in Anthropology with a concentration in California Archeology may be substituted for two years of the required experience.) and

Education: Equivalent to graduation from college with a degree in Anthropology with a concentration in California Archeology. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)

## Associate Environmental Planner (Architectural History)

#### **EITHER I**

One year in the California state service performing the duties of an Environmental Planner (Architectural History), Range C.

#### **OR II**

Experience: Three years of experience in research, writing or teaching in American architectural history, or other demonstrable professional activity with a government agency, academic institution, historical organization or agency, museum, or other professional institution, at least one year of which must have been equivalent in level of work performed by an Environmental Planner (Architectural History), Range C, in the California state service. (A Doctorate Degree in either Art History or Architectural History with a concentration in American Architecture may be substituted for the three years of required experience; a Master's Degree in Art History or Architectural History with a concentration in American Architecture may be substituted for two years of the required experience.) and

Education: Equivalent to graduation from college with a degree in either Art History, Architectural History or Historic Preservation, including course work in 17<sup>th</sup> -20<sup>th</sup> Century American Architecture, and 19<sup>th</sup> -20<sup>th</sup> Century Architectural History. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)

### **Associate Environmental Planner (Natural Sciences)**

#### **EITHER I**

One year in the California state service performing the environmental planning, analysis, research or evaluation of natural science elements in a class at a level equivalent to that of Environmental Planner, Range C.

#### **OR II**

Experience: Three years of experience in environmental planning, research, analysis, or evaluation of natural science elements, at least one year of which must have been equivalent in level of work performed by an Environmental Planner, Range C, in the California state service. (A doctorate degree in one of the natural sciences, defined in education below, may be substituted for the three years of required experience; a master's degree in one of the natural sciences, defined in education below, may be substituted for two years of the required experience.) and

Education: Equivalent to graduation from college with a concentration in animal biology, plant biology, ecology, fisheries management, or wildlife management. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)

### **Associate Environmental Planner (Socioeconomic)**

#### **EITHER I**

One year in the California state service performing environmental planning analysis, research or evaluation of socioeconomic elements in a class at a level equivalent to that of Environmental Planner, Range C.

#### **OR II**

Experience: Three years of experience in environmental planning, research, analysis, or evaluation of socioeconomic elements, at least one year of which must have been equivalent in level of work performed by an Environmental Planner, Range C, in the California state service. (A Doctorate Degree in either Economics Urban Planning, Geography, Sociology, or Business Administration with a concentration in either Finance, Human Resources Management, Marketing, Systems Management, or Real Estate and Land Use Affairs may be substituted for three years of required experience; a Master's Degree in either Economics Urban Planning, Geography, Sociology, or Business Administration with a concentration in either Finance, Human Resources Management, Marketing, Systems Management, or Real Estate and Land Use Affairs may be substituted for two years of the required experience.) and

Education: Equivalent to graduation from college with a degree in either economics, urban planning, geography, sociology, or business administration with a concentration in either Finance, Human Resources Management, Marketing, Systems Management, or Real Estate and Land Use Affairs. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)

## Senior Environmental Planner

### EITHER I

One year in the California state service performing environmental planning, environmental research analysis or evaluation in a class at a level comparable to that of Associate Environmental Planner.

### OR II

Experience: Four years of experience directing or conducting environmental studies or managing an interdisciplinary team preparing environmental documents, at least one year of which must have been equivalent in level to work performed by an Associate Environmental Planner in the California state service. (A Doctorate Degree in Environmental Planning or Environmental Sciences may be substituted for three years of the general experience; a Master's Degree in Environmental Planning or Environmental Sciences may be substituted for two years of the general experience.) and

Education: Equivalent to graduation from college. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)

## Supervising Environmental Planner

### EITHER I

One year of experience in the California state service performing the more difficult and complex work on special environmental projects or research studies as an in-house consultant; or managing an interdisciplinary team preparing environmental studies and preparing environmental documents in a class at a level equivalent to that of Senior Environmental Planner.

### OR II

Experience: Five years of experience in conducting comprehensive environmental studies of statewide significance and preparing environmental documents, at least one year of which must have been equivalent in level to work performed by a Senior Environmental Planner in the California state service. and

Education: Equivalent to graduation from college. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)

## **Knowledge and Abilities**

### **Environmental Planner**

Knowledge of: General ecology or general principles behind planning for the conservation and preservation of natural resources; general principles and techniques of research and statistical analysis; communication skills for purposes of data gathering; techniques and methods of evaluation of environmental impacts; various types of public facilities and how they service the community; State and Federal laws and regulations relating to the environment; State, local and regional governmental organizations as they relate to environmental planning, specific knowledge of either the social sciences, natural sciences or environmental design arts; trends in environmental, urban and regional planning.

Ability to: Analyze environmental situations accurately; gather and analyze data; prepare written reports; work effectively with others as an interdisciplinary team member; conduct interviews for data gathering; apply general techniques of insuring participation in the planning process.

### **Environmental Planner (Archeology)**

Knowledge of: Principles and concepts of archeology as applied in a planning setting, and all of the knowledge specified for Environmental Planner.

Ability to: Perform all of the abilities specified for Environmental Planner.

### **Environmental Planner (Architectural History)**

Knowledge of: Principles and concepts of architectural history as applied in a planning setting, and all of the knowledge specified for Environmental Planner.

Ability to: Perform all of the abilities specified for Environmental Planner.

### **Environmental Planner (Natural Sciences)**

Knowledge of: Principles and concepts for natural science as applied in a planning setting; and all of the requirements specified for Environmental Planner.

Ability to: Perform all of the requirements specified for Environmental Planner.

### **Associate Environmental Planner**

Knowledge of: All of the above, and trends in Federal, State and local environmental assessment and mitigation reports, impact statements, and/or negative declarations; principles of effective supervision.

Ability to: Perform all of the above, and coordinate environmental planning, research, and analysis of proposed projects; make an assessment of an existing environment; write environmental documents; plan and carry out complex studies; direct the work of others engaged in planning studies; participate in public presentations; solicit outside expertise on a short-term basis on specific environmental studies or phases of studies.

### **Associate Environmental Planner (Archeology)**

Knowledge of: Principles and concepts of archeological resources assessment and preservation, archeological techniques and methods, as applied in a planning setting, and all of the knowledge specified for Associate Environmental Planner.

Ability to: Adapt and apply formal archeological research methods and principles to planning problems of an applied practical nature, conduct a test excavation or data recovery program as a Principal Investigator, and all of the requirements specified for Associate Environmental Planner.

## **Associate Environmental Planner (Architectural History)**

Knowledge of: Principles and concepts of architectural history techniques and methodologies, as applied in a planning setting, and all of the requirements specified for Associate Environmental Planner.

Ability to: Adapt and apply formal methods and principles in architectural history to planning problems of an applied practical nature, and all of the requirements specified for Associate Environmental Planner.

## **Associate Environmental Planner (Natural Sciences)**

Knowledge of: Principles and concepts of natural science techniques and methodologies as applied in a planning setting; and all of the requirements specified for Associate Environmental Planner.

Ability to: Adapt and apply formal natural science methods and principles to planning problems of an applied practical nature; and all of the requirements specified for Associate Environmental Planner.

## **Associate Environmental Planner (Socioeconomic)**

Knowledge of: Principles and concepts of economics and social science as applied in a planning setting; and all of the requirements specified for Associate Environmental Planner.

Ability to: Adopt and apply formal socioeconomic methods and principles to requirements specified for Associate Environmental Planner.

## **Senior Environmental Planner**

Knowledge of: All of the above, and principles and techniques of supervision and personnel management; differences of impacts of multimodal forms of transportation on the environment; methods of administering environmental projects and programs; department's Affirmative Action Program objectives; a manager's role in the Affirmative Action Program and the processes available to meet affirmative action objectives.

Ability to: Perform all of the above and coordinate environmental investigations of proposed projects; review and evaluate local plans in relation to statewide environmental interests; incorporate the input of interested groups and agencies into the environmental planning and analysis process; supervise others in their work; solicit necessary expertise to complete environmental studies or meet project goals; effectively contribute to the department's affirmative action objectives.

## **Supervising Environmental Planner**

Knowledge of: All of the above, and methods of planning, organizing, directing and controlling major statewide differences in, and uses of, multimodal forms of transportation considering various environmental factors.

Ability to: Perform all of the above, and supervise and direct the activities of others; participate as a witness in local hearings.

## **Additional Desirable Qualification**

### **Associate Environmental Planner (Archeology)**

### **Associate Environmental Planner (Architectural History)**

### **Associate Environmental Planner (Natural Sciences)**

### **Associate Environmental Planner (Socioeconomic)**

College level courses related to environmental planning.

## **Class History**

| <b>Class</b>   | <b>Date Established</b> | <b>Date Revised</b> | <b>Title Changed</b> |
|--|-------------------------|---------------------|----------------------|
| Environmental Planner  | 07/21/1975              | 03/28/1989          | --                   |
| Environmental Planner (Archeology)   | 03/28/1989              | --                  | --                   |
| Environmental Planner (Architectural History)  | 03/28/1989              | --                  | --                   |
| Environmental Planner (Natural Sciences)   | 11/28/1979              | 03/28/1989          | --                   |
| Associate Environmental Planner  | 03/13/1975              | 03/28/1989          | --                   |
| Associate Environmental Planner (Archeology)   | 03/28/1989              | --                  | --                   |
| Associate Environmental Planner (Architectural History)                              | 03/28/1989              | --                  | --                   |
| Associate Environmental Planner (Natural Sciences)                                   | 11/28/1979              | 03/28/1989          | --                   |
| Associate Environmental Planner (Socioeconomic)                                      | 11/28/1979              | 03/28/1989          | --                   |
| Senior Environmental Planner   | 03/13/1975              | 03/28/1989          | --                   |
| Supervising Environmental Planner  | 03/13/1975              | 03/28/1989          | --                   |
| Environmental Planner Series History - Dates Established, Revised, and Title Changed |                         |                     |                      |

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