

## CLASSIFICATION SPECIFICATION

<b>FLSA:</b>	<b>EXP</b>	<b>Job Code:</b>	<b>ACV36357</b>
<b>Job Class Code:</b>	<b>700</b>	<b>Salary Schedule:</b>	<b>AREG</b>
<b>EEO Category:</b>	<b>01</b>	<b>Grade:</b>	<b>23</b>
<b>Workers Comp Code:</b>	<b>9410</b>		

<b>Job Code Established:</b>	<b>10/27/91</b>	<b>Effective Date:</b>	
<b>Job Code Revised:</b>	<b>01/15/98</b>	<b>Effective Date:</b>	

**JOB CODE SERIES:** Manager Series

**JOB CODE TITLE:** LAND MANAGER III

**HRIS TITLE:** LAND MGR III

**WORK DESCRIPTION:** As a Division Director, manages through subordinate managers, statewide multiple major natural resource, and/or natural resource conservation programs. These natural resource and related programs include the surface, sub-surface land and water resources and rights, and real estate appraisal and management programs. The Land Manager III is distinguished from the Land Manager II by serving as a Division Director: (1) the management of multiple major land management programs; (2) the size of the geographic area managed; (3) the value or potential value of the program resources managed; and (4) the complexity of the mix of the program resources managed.

**WORK ACTIVITIES:** As a division director, the position manages, through subordinate managers, statewide multiple major natural resource, and/or natural resource conservation programs, and has primary responsibility for developing/ revising goals/objectives, rules/regulations, and policies related to the development/implementation of natural resources, conservation, and land programs; and coordinating/ integrating implementation of assigned programs with overall department goals/objectives. In the natural resource division: plans, implements, directs and evaluates, through subordinate managers, inventory, leasing, range and agricultural use, water rights, trespass, conservation and mineral resources programs on approximately 8 million acres of state land; identifies areas of high value to other state agencies and arranges for protection and appropriate disposition to these agencies. Evaluates and recommends approval on environmental impact statements and the protection of state water rights. Recommends to the state land commissioner the lease, of state land and land and water rights so as to assure maximum financial return to the state; oversees the preparation/operation and administration of the division budget; and prepares financial, statistical and narrative reports. Performs related work as required.

**WORK CONDITIONS:** Works in an office setting with no unusual work conditions. When working in a field setting, may be exposed to a variety of weather conditions and overnight travel.

**SUPERVISION:** Works under the general direction of the State Land Commissioner or Deputy State Land Commissioner. Program development/implementation is reviewed to ensure compliance with State/Federal laws and regulations and overall Department goals/philosophy.

**WORK RESULTS/PRODUCTS:** Successful implementation of statewide multiple major natural resource, and/or natural resource conservation programs; developed/revised policies, rules and regulations necessary to facilitate implementation of assigned programs.

**RESPONSIBILITY:** For managing, through subordinate supervisory staff, a statewide multiple major natural resource, and/or natural resource conservation programs oriented division; coordinating/integrating programs with overall Department goals/philosophy.

**AUTHORITY:** To direct, through subordinate supervisory staff, the development/implementation of assigned natural resource, and natural resource conservation management programs; to commit Department resources to develop/implement assigned natural resource management programs; to resolve highly complex, sensitive, and/or visible problems; and to negotiate settlement of highly complex and sensitive natural resource management issues.

### **KNOWLEDGE, SKILLS AND ABILITIES**

**Knowledge of:** The principles and practices of multiple land use planning and management and applicable Federal and State laws; Land description and the documents involved in the ownership, disposition, and transfer of land and of land and water rights; Soil and water conservation methods, techniques, and environmental impacts; Natural resource and land resource planning, and economics; Human resource management techniques.

**Skill/Ability to:** Managing, coordinating, and integrating the development/ implementation of assigned major natural resource programs with overall Department goals and philosophy; Developing policies, rules, and regulations to facilitate program development/implementation; Interacting with others to explain, interpret, and/or defend natural resource, and natural resource conservation programs, policies, plans, laws, and regulations; Establishing and maintaining effective working relationships with business representatives, governmental officials, community leaders, and the public.