

Position Descriptions Approved by Commission at 1/18/06 Meeting:

- Environmental Education and Public Outreach Coordinator
- Enforcement and Compliance Coordinator

Title: Environmental Education and Public Outreach Coordinator

Overview:

Section 57-0119(6)(m) of the NY Environmental Conservation Law states that one of the responsibilities of the Commission is: “to establish and maintain an education and outreach program relating to the commission’s work”. In recognition of this, and of the significant value that an environmental educator position can provide in promoting a greater public appreciation and understanding of the resources of the Pine Barrens, the report of the Temporary Committee on Future Staffing and Administrative Needs, adopted at the October 19, 2005 meeting of the Central Pine Barrens Commission, had the following finding and recommendation regarding environmental education: “*Public education and outreach efforts, which can play a key role in protecting the Pine Barrens by fostering public awareness and appreciation of its values, resources, species and landscapes, are currently very limited and are pursued on a part time basis and only as other duties permit. This work requires the attention of a full time employee*”.

The goal of this position is to enhance Long Islanders’ and visitors’ (both school age children and adults) understanding of, and appreciation for, the myriad benefits and values of the Long Island Pine Barrens, recognizing that with such an understanding and enhanced appreciation these individuals will become better stewards of these public trust resources.

Duties and Responsibilities:

1. Performance of all duties under oversight from the Central Pine Barrens Commission and the members of an Environmental Education Committee (to be established by the Commission).
2. Design, development, promotion, and regular assessment of educational materials, programs, initiatives, and public outreach concepts which interpret the natural and cultural resources, plant and animal species and communities, history and landscapes that collectively comprise the Long Island Pine Barrens.
3. Service as a single point of public contact for receiving and responding to general pine barrens related inquires and requests from the public at large as well as specific interest groups (e.g., schools, civic organizations, business groups, fraternal organizations, etc.).
4. Coordination of the development of a Comprehensive Education Plan to be developed with the Environmental Education Committee.
5. Assurance that the elements of this Plan address, for example,
 - Development of an educational curriculum
 - Planning for the establishment of a regional Pine Barrens Visitors Center

- Preparation of pamphlets, brochures, articles, and portable display boards
- School visits, lectures, and contests
- Interaction with the media to promote these topics
- Creation of special events such as an annual “Pine Barrens Discovery Day”
- Production of public education materials and displays to explain the natural and cultural resources of the pine barrens
- Promotion of the various work products of the Commission’s committees as appropriate. This includes the targeted promotion and distribution of the Wildfire Safety and Awareness video, the Instructor’s Wildfire Safety CD-ROM, public service announcements (e.g., fire weather), basic documents (e.g., Central Pine Barrens Plan), and specialized topical plans as may be produced (e.g., trails, invasive plant control, etc.).

6. Identification, development, drafting and submittal of grant applications to support the above activities.

Title: Enforcement and Compliance Coordinator

Overview:

NY Environmental Conservation Law Article 57 provides the Central Pine Barrens Commission with duties, powers and obligations relating to the development, application and enforcement of land use provisions pursuant to both the Act and the Central Pine Barrens Plan. The goal of a successful enforcement and compliance program is compliance with the Act, the Plan, permit conditions, and relevant regulations and decisions. Within the Central Pine Barrens area, the experience of the Commission and the Law Enforcement Council is that successful natural resource stewardship rests upon a foundation of fundamental compliance with all applicable laws. The report of the Temporary Committee on Future Staffing and Administrative Needs, adopted at the October 19, 2005 meeting of the Central Pine Barrens Commission, identifies the need for this position.

This position requires a strong background in environmental law enforcement, knowledge of the application of ECL Article 57, familiarity with the responsibilities of the Commission and of the Law Enforcement Council, practical field enforcement problems within the Central Pine Barrens, interagency relationships among the levels of government comprising the Commission, and the principles of effective interagency law enforcement among the numerous public agencies with jurisdiction in the Central Pine Barrens, from the federal through village levels.

Duties and Responsibilities:

Enforcement

1. Response to, and investigation of, land use and natural resource complaints received by the Commission in conjunction with other agencies having jurisdiction, reporting of findings, and issuance of notices of violation as may be directed by the Commission for verified violations.
2. Assistance to other regulatory and law enforcement agencies with their investigation of land use plan violation complaints.
3. Coordination of Law Enforcement Council activities with other entities, and pursuit of grant opportunities to address specialized equipment and training needs of the Council.
4. Education and training of Law Enforcement Council agencies' staff regarding the compliance aspects of Article 57, and relevant environmental laws relating to environmental and natural resource protection.
5. Representation of the Commission and the Council at relevant enforcement and emergency

preparedness meetings (e.g., Homeland Security, NY State Emergency Management Office), and the reporting of relevant issues to the Commission and the Council.

6. Service as a liaison to local and state elected and appointed officials for legislative and budgetary support relating to specialized enforcement, training, and compliance as appropriate.

7. Provision of investigative support to the New York State Attorney General's Office and to the Suffolk County District Attorney's Office on land use Plan violation referrals.

Compliance

8. Conducting of compliance inspections of Commission permitted land use activities and development projects to ensure that development does not exceed the scope of the permit conditions, and to do so in a timely fashion as projects are implemented.

9. Regular review of permitting, compliance monitoring, and complaint response procedures to assure effectiveness, fairness, and accountability.

10. Contact with contractor and development trade organizations about the goals and objectives of the Act and the Plan, for the purpose of assuring compliance in advance and thereby preclude future violations.

11. Conducting of yearly compliance inspections and completion of field reports for all easements held by the Commission, in conjunction with the individual landowners and with cognizance of the individual conditions of each easement.

12. Production of an annual Compliance and Enforcement Report providing a Central Pine Barrens wide, interagency summary of the following (excluding law enforcement sensitive material for ongoing issues):

- Complaints received, by type and involved agency
- Responses and investigations undertaken
- Affirmative compliance efforts undertaken
- Field enforcement actions conducted
- Final dispositions of verified violations
- Easement inspection summaries
- Other statistics as appropriate
- Annual assessments and recommendations as appropriate