

New York State Department of Civil Service

DIVISION OF CLASSIFICATION & COMPENSATION

Tentative Classification Standard

Occ. Code 1506100

Forest Ranger 1, Grade 14	1506100
Forest Ranger 2, Grade 17	1506200
Forest Ranger 3, Grade 20	1506300
Forest Ranger 4, Grade 23	1506400

Brief Description of Class Series

Forest Rangers are sworn police officers, who work within an assigned geographic area, and enforce provisions of the Environmental Conservation Law (ECL) to protect and enhance the State's lands and natural resources and the well-being of the public who use these resources. Incumbents of these positions organize and conduct search and rescue operations; educate the public in wilderness safety and natural resource care; and administer the State's wildland fire-management program, including wildfire suppression and prescribed fire activities.

These positions are only classified at the Department of Environmental Conservation in the Division of Forest Protection. Also, these positions are assigned to each of the Department's nine regions.

Distinguishing Characteristics

Forest Ranger 1: entry-level; works under the supervision of a Forest Ranger 2; supervises Assistant Forest Rangers, volunteers, firefighters, and other first responders during emergency incident operations.

Forest Ranger 2: first-line supervisor; supervises the day-to-day activities of Forest Rangers 1 and other Division staff; serves as a zone supervisor; assists Forest Rangers 3 in accomplishing regional goals.

Forest Ranger 3: oversees all Division activities within an assigned geographical area and commands a staff of Forest Rangers 1 and 2, as well as other Division staff; ensures compliance with Department policies and procedures; represents the Division with local officials, agencies, and groups; manages funding, distributes equipment, and hires personnel.

Forest Ranger 4: manager; supervises Forest Rangers 3; oversees multi-county geographic areas (groups of regions) and administrative programs in Central Office; develops policies for groups of regions and ensures programs and regions comply with Department and Division policies and procedures.

Related Classes

Environmental Conservation Officers are sworn police officers responsible for enforcing Environmental Conservation Laws, Rules and Regulations; investigating violations of such laws; and educating the public in safe hunting practices. Within an assigned geographic area, positions in this class enforce provisions of the Environmental Conservation Law to protect, preserve, and improve the quality of the State's natural environment.

Illustrative Duties

Forest Ranger 1

Provides direct oversight of the care, custody, and control of DEC administered lands through interaction with the public and the enforcement of Environmental Conservation Laws, Rules, and Regulations, as well as other New York State Laws.

Patrols State lands to guard against timber theft, illegal occupancy, debris dumping, illegal use of motor and recreational vehicles, illegal cultivation of illicit drugs; enforces mineral resources, wetlands, stream, and water violations and all other violations of the ECL and other related laws.

Patrols DEC campgrounds, responds to complaints thereon and enforces violations of the ECL, Vehicle and Traffic Law, and Penal Law.

Investigates violations of the ECL and related laws, apprehends violators, questions complainants and witnesses, issues tickets, makes arrests, executes search and arrest warrants, compiles supporting depositions and supports the State's case in local criminal courts.

Issues camping permits and advises on the ethics of public land use and camping regulations; inspects site locations for compliance with the terms of Department-issued temporary revocable permits, taking appropriate corrective actions if necessary.

Conducts inspections of State land boundaries to prevent encroachment and ensure appropriate delineation; performs field inspections to ensure the compliance of timber harvest contractors; makes appropriate corrective

recommendations or takes necessary legal action (issues tickets, makes arrests, and executes search warrants).

Promotes compliance with the ECL and individual responsibility for the protection of natural resources in all communications with the public, which includes meetings of interested parties, teaching courses on public land use ethics, and through personal contact with the public.

Provides technical information for State land management plans that are developed by the Department to ensure proper resource protection and public safety.

Operates marked patrol vehicles, ATVs, snowmobiles, rescue vehicles, and other specialized equipment in the patrol of their assigned area.

Completes all mandated police officer and emergency response training.

May conduct Incident Command System (ICS) training for DEC and other agency staff to maintain proficiency in the following incident management titles such as Incident Commander, Safety Officer, Logistics Section Chief, and Finance/Administration Section Chief.

Trains local fire companies, volunteer organizations, and other State or local police agencies and emergency service organizations in search and rescue techniques.

Conducts wildfire prevention and pre-suppression programs and enforces ECL pertaining to wildland fire prevention.

Educates the public and interested groups by presenting fire prevention talks and providing materials to schools, summer camps, members of the media, community interest groups, and at shows and county fairs; trains volunteer fire companies and wardens in wildfire suppression tactics.

Operates specialized forest fire control equipment when responding to wildfire incidents.

Inspects and participates in prescribed fire activities for fuel load reduction and ecosystem improvement; monitors the weather to calculate fire danger rating for predicting fire occurrence and severity.

Participates in wildfire suppression activities.

Responds to reports of wildfires, evaluates the situation, and coordinates appropriate suppression efforts with paid and volunteer fire department personnel according to Department procedures and policies.

Assists in the suppression of large wildfires in member states of the Northeastern Forest Fire Protection Commission and throughout the United States, in accordance with federal agreements.

Prepares and submits fire reports and processes vouchers for equipment, food, and payroll.

Organizes, directs, and executes emergency search and rescue operations.

Organizes and directs searches for lost persons and civilian aircraft in wild and remote areas of the State; conducts rescue operations for persons injured or in serious danger of injury; applies emergency medical techniques and participates in the evacuation of those injured.

Acts as crew leader while directing volunteer and Department search teams on large search incidents.

Assists police agencies in searches for escaped fugitives and the collection of evidence.

Prepares and submits search and rescue incident reports and processes any associated bills for payment.

As directed, provides assistance during State or Department-declared emergencies in accordance with the National Incident Management System (NIMS) standards.

Forest Ranger 2

In addition to the above listed duties of Forest Ranger 1, Forest Rangers 2 are also responsible for supervising the day-to-day activities of Forest Rangers 1 and other Division staff.

Accompanies Forest Rangers 1 on duty as necessary, provides training on methods and techniques of the job; explains applicable laws, rules and regulations; reviews all reports prepared by staff to ensure they are correct and sufficient; evaluates work performance and counsels Forest Rangers 1.

Prepares work schedules and authorizes overtime to ensure compliance with negotiated collective bargaining unit agreements, State and federal regulations, and Department policies, procedures, and practices.

Ensures adequate staffing and resources are available to meet anticipated needs for emergency situations and for the protection of State-administered lands, and the people who use these lands.

Assists Forest Rangers 3 in the development and implementation of regional work plans.

Monitors and schedules training for lower-level staff; supervises field training activities in fire, search and rescue techniques and enforcement of laws.

Oversees the hiring and supervision of seasonal employees.

May be assigned to Central Office to assist in the oversight of a specific statewide area of programmatic responsibility.

Forest Ranger 3

In addition to the above listed duties of Forest Ranger 2, Forest Rangers 3 are also typically responsible for overseeing all ranger activities within a large regional area.

Develops regional program plans and directs its implementation to ensure that Division goals are met.

Ensures correct interpretation and execution of Division policies and procedures among employees and volunteers.

Monitors and approves time and activity records; approves expenditures for supplies, equipment, travel, and contractual services for assigned region.

Collaborates with Regional Directors and promotes cooperation among DEC's program areas and regional offices, coordinates with other State agencies, local police forces and emergency services.

Deploys staff and resources on an emergency basis during State-declared or Division-directed emergencies; assists Department executives with the management of environmental emergencies.

Identifies disciplinary issues and directs appropriate counseling efforts.

At the direction of the Division Director, investigates complaints against personnel by interviewing witnesses, collecting evidence, and preparing reports for executive review.

Oversees the hiring and supervision of both permanent and seasonal employees.

May develop and implement basic training for new recruits, ensure that all Division staff complete annual in-service training in accordance with the Division of Criminal Justice Service's requirements.

May be assigned to Central Office to oversee a specific statewide area of programmatic responsibility.

Forest Ranger 4

Serves as statewide duty officer.

Oversees field operations and responses to regional and statewide emergencies.

Inspects evidence collection facilities.

Assists Office of Professional Standards with investigating complaints against personnel by interviewing witnesses, collecting evidence, and preparing reports for executive review.

Participates in contract negotiations and assists agency management with contract implementation.

Oversees the resolution of disciplinary issues and directs appropriate counseling efforts.

Oversees recruitment efforts for assigned geographic areas and assists with overall agency wide recruitment efforts for program area.

Directs training and development programs for staff.

Develops relationships and coordinates communication activities across local, State, and federal law enforcement organizations.

Assists with developing agency-wide policies specific to State land management and public use.

Minimum Qualifications

Forest Ranger 1

Open Competitive:

An associate's degree accredited by the Society of American Foresters or two years of active United States military service with an honorable discharge or under conditions in the New York State Restoration of Honor Act and two years of qualifying experience in forest management, fish and wildlife management, forest, fish, or wildlife interpretation in a wildland setting, or law enforcement in a park, forest, or wildland setting.

Substitution: a bachelor's degree may substitute for the required education or experience.

Forest Ranger 2

Promotion: one year of service as a Forest Ranger 1.

Forest Ranger 3

Promotion: one year of service as a Forest Ranger 2.

Forest Ranger 4

Promotion: one year of service as a Forest Ranger 3.

Note: Classification Standards illustrate the nature, extent and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all of the work that might be appropriately performed by a class. The minimum qualifications above are those which were required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum qualification requirements for appointment or examination.

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