

New York State Department of Civil Service
DIVISION OF CLASSIFICATION & COMPENSATION

Classification Standard

Occ. Code 6153800

Chief Bureau Air Research, M-4

Brief Description of Class

The Chief Bureau Air Research directs research related to air pollution and performs primarily administrative and managerial duties. This position develops policy proposals pertaining to air quality management and presents these proposals to executive staff, other State agencies, and the public.

The Chief Bureau Air Research is only classified at the Department of Environmental Conservation (DEC).

Distinguishing Characteristics

Chief Bureau Air Research: one position class; directs air pollution research programs.

Related Classes

Air Pollution Meteorologists review and analyze the air quality impact of various types of air pollution sources, such as combustion and cogeneration facilities, waste incinerators, and other toxic pollutant sources, on air quality and the environment. Incumbents monitor facilities with operating permits issued under Title V of the Clean Air Act.

Research Scientists perform basic research involving the formulation, conduct, analysis, interpretation, and reporting of scientific investigations of phenomena or problems, and perform research in specialized fields, such as the medical, biological, or behavioral sciences at various State agencies. Work typically results in publishable contributions to the scientific field under study and is typically subject to peer review.

Illustrative Tasks

Chief Bureau Air Research

Develops and recommends policies for the management of the State's air resources.

- Analyzes and interprets major environmental policy issues.
- Identifies current and emerging problems confronting the State and the nation and develops innovative solutions to these problems.
- Directs staff in the review of policies and procedures pertaining to air quality management based on technical analyses in the development of State Implementation Plans (SIPs) to meet and maintain air quality standards.
- Responds to pertinent correspondence addressed to executives concerning major issues and policies related to the management of air resources.

Communicates research findings to the national and international scientific community and policymakers.

- Provides consultation and peer review for ongoing and anticipated future research and development work in the field being sponsored by the public and private sectors.

May serve on national and international committees.

Develops program plans, workplans, budget, and status reports for the air pollution research program.

- Identifies and obtains resources needed for maintaining effective research capabilities; seeks external funding for the Division's research initiatives through cooperative research with other State and federal agencies, and academia; and prepares budgetary and personnel requirements in the research grant proposals to funding agencies.
- Reviews and proposes legislation to administer and implement environmental research programs.
- Prepares proposals for the continuation and expansion of existing research projects, and explores new avenues for research and development.
- Participates in strategy planning sessions to evaluate the effectiveness of the research program and the direction for the program

Supervises staff to enhance the efficiency and effectiveness of the Air Pollution Research Program.

- Assigns tasks, reviews completed work, and conducts performance evaluations.

- Identifies staff developmental and training requirements and provides training programs to staff.
- Coordinates the review, approval, and clearance of publications or other issuances of all technical papers and reports.

Minimum Qualifications

Chief Bureau Air Research

Promotion: one year of service as an Air Pollution Meteorologist 3; or one year of service as a Research Scientist 4 with a specialty in air pollution.

Open Competitive: a bachelor's degree in engineering, physical sciences, the natural sciences, or mathematics and seven years of research experience in the field of air pollution as evidenced by research publication in peer-reviewed scientific journal(s), two years which must have included experience in the supervision of staff involved in air pollution research, programs, projects, or grants.

Substitution: a master's degree may substitute for one year of the required experience.

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 the work that might be appropriately performed by a class. The minimum qualifications above are those required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum requirements for appointment or examination.

08/2021

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