



New Jersey Department of Environmental Protection Notice of Vacancy - REPOST

Filling of this position is contingent upon further approval process

Title: Program Specialist 1 (Unclassified)

Posting Number: COM-2022-3

Open to: General Public

Workweek: NE (35-hour) Workweek

Salary: (P18) \$50,737.29 — \$71,553.48

Opening Date: December 1, 2022

Closing Date: January 13, 2023

Existing Vacancies: Four (4)

Program/Location: Department of Environmental Protection
Office of Climate Resilience/Blue Acres
44 South Clinton Avenue, 3rd Floor
Trenton, NJ 08625

Scope of Eligibility: Open to applicants who meet the requirements below.

Description: Under the close supervision of a Program Specialist 3 or 4, or other supervisory official in a state department, institution or agency, assists in the professional, administrative and analytical work to promote the planning, operation, implementation, monitoring and/or evaluation of various programs and services administered by the Department of Assignment; assists in conducting the research and field work necessary to meet the needs of the appropriate state and/or local public or private agencies; does other related work.

Specific to the Position: Since 1995, the Blue Acres program has worked to better protect public safety and the environment by relocating New Jersey families whose homes are subject to repeated flooding, and acquiring property for use as natural flood storage, parks, and community open space. Under New Jersey's Chief Resilience Officer, the Blue Acres program is undergoing an evolution that would couple this disaster recovery function with a comprehensive, forward-looking approach to community that uses buyouts as one of many tools to enhance climate resilience.

The appointee will support building the foundations of this program evolution by reviewing and researching best practices and innovative approaches around the intersection between property acquisition and climate resilience planning. The appointee will support the identification, development, and administration of relevant projects, contracts and federal grants, including but not limited to, HUD CDBG-DR and FEMA HMGP, that advance the goals of the program. The appointee will participate in inclusive outreach and engagement with local government officials, community-based organizations, and homeowners to help navigate the State buyout process and strategic climate resilience planning as a whole.

Preferred Skill Set: The ideal candidate will have experience or background in one or more of the following areas: utilizing complex datasets, performing analysis to support planning and grant decision making, and applying

metrics; strong writing and communication skills and the ability to understand, analyze, and communicate complex topics; governance, planning or policy, particularly in NJ; climate change and resilience principles; outreach and engagement best practices, particularly for socially vulnerable and underserved communities; open space site design; and GIS.

Requirements

Education: Graduation from an accredited college or university with a Bachelor's degree.

NOTE: All U.S. degrees and transcripts must be from an accredited college or university. All foreign degrees and transcripts must be evaluated for accreditation by a recognized evaluation service by the closing date of this posting. Failure to provide documentation may result in ineligibility.

Experience: One (1) year of experience in planning, monitoring, coordinating, implementing, modifying and/or evaluating agency programs and services.

NOTE: Applicants who do not possess the required education may substitute additional experience on a year-for-year basis.

NOTE: A Master's degree from an accredited college or university in a discipline appropriate to the position may be substituted for the experience requirement indicated above.

License: Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

Residency: All persons newly hired on or after September 1, 2011 have one year from the date of employment to establish, and then maintain principal residence in the State of New Jersey subject to the provisions of N.J.S.A. 52:14-7 (L.2011, Chapter 70), also known as the "New Jersey First Act".

Authorization to Work: Selected candidates must be authorized to work in the United States per the Department of Homeland Security, United States Citizenship and Immigration Services regulations. **Note:** The State of New Jersey does not provide sponsorship for citizenship to the United States.

Veteran's Preference: To qualify for New Jersey Veteran's Preference/status, you must establish Veteran's Preference through the Department of Military and Veterans' Affairs. Please submit proof of your Veteran's Preference along with your resume as indicated below. For more information, please visit <https://nj.gov/military/veterans/services/civil-service/preference/>

Note: All State employees who are vaccinated for COVID-19 are required to submit proof of vaccination. Instructions will be provided if a firm offer of employment results from this NOV.

Submit Letter of Interest, Resume, Unofficial Transcripts (if college degree is required), and the [Personal Relationship Disclosure Statement](#) by 4:00 p.m. on the closing date to:

Melissa Pocino

Commissioner's Office

E-mail Address: Executive.Resumes@dep.nj.gov

Please include the title and posting # of this Notice of Vacancy in the subject line of your e-mail.

Please indicate how you heard about the position in the body of the email.

Posting Authorized By:

Phiroza Stoneback, Manager

Division of Human Resources

The New Jersey Department of Environmental Protection is an Equal Opportunity Employer and is committed to inclusive hiring and a diverse workforce. We strongly encourage people from all backgrounds to apply. Accommodations under ADA will be provided upon request.