



# StateJobsNY

## Review Vacancy

**Date Posted:** 02/05/24

**Applications Due:** 02/19/24

**Vacancy ID:** 150191

### Position Information

<b>Agency</b>	Parks, Recreation & Historic Preservation, Office of
<b>Title</b>	Historic Site Restoration Coordinator (NY HELPS)
<b>Occupational Category</b>	I.T. Engineering, Sciences
<b>Salary Grade</b>	19
<b>Bargaining Unit</b>	PS&T - Professional, Scientific, and Technical (PEF)
<b>Salary Range</b>	From \$66527 to \$84496 Annually
<b>Employment Type</b>	Full-Time
<b>Appointment Type</b>	Permanent
<b>Jurisdictional Class</b>	Competitive Class
<b>Travel Percentage</b>	0%

### Schedule

<b>Workweek</b>	Mon-Fri
<b>Hours Per Week</b>	37.5

### Workday

<b>From</b>	8:30 AM
<b>To</b>	4:30 PM
<b>Flextime allowed?</b>	No
<b>Mandatory overtime?</b>	No

<b>Compressed workweek allowed?</b>	No
<b>Telecommuting allowed?</b>	Yes

**Location**

<b>County</b>	Saratoga
<b>Street Address</b>	P.O. Box 189
<b>City</b>	Waterford
<b>State</b>	NY
<b>Zip Code</b>	12188

**Job Specifics**

<b>Minimum Qualifications</b>	<p>This title is part of the New York Hiring for Emergency Limited Placement Statewide Program (NY HELPS).*</p> <p>To be considered for appointment through NY HELPS, or 55 b/c, candidates must meet the open-competitive minimum qualifications for this position. The qualifications are:</p> <p>Either 1. a bachelor's degree in architecture, architectural engineering, civil engineering, mechanical engineering, structural engineering, historic preservation/restoration planning, or landscape architecture, and TWO years of experience in a technical or professional capacity working with historic preservation projects;</p> <p>Or 2. a master's degree or higher in any of the above disciplines and ONE year of qualifying experience as noted above.</p> <p>Candidates may also be qualified for permanent competitive appointment if reachable from the appropriate Civil Service eligible list or eligible for reassignment or transfer in accordance with Civil Service Law.</p>
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**Duties  
Description**

The NYS Office of Parks, Recreation and Historic Preservation (OPRHP) is a state agency within the Executive Department that is responsible for the care and management of 35 state historic sites and 180 parks. Collectively, these public facilities provide both residents and visitors access to natural, historic, and scenic resources with opportunities for outdoor recreation and places to learn about New York's rich cultural heritage.

The Division's Technical Services Unit is responsible for providing technical services for the restoration, rehabilitation, and preservation of privately and publicly owned historic properties, including buildings, structures, landscapes, and objects. Technical Services Unit staff provide comments on the effects of federal or state undertakings on the historic built environment in accordance with federal and New York state regulations.

The applicant must understand the application of the National Register of Historic Places criteria for evaluation and the application and interpretation of the Secretary of the Interior's Standards for Rehabilitation. In addition, experience with the Federal Historic Preservation Tax Incentives program is preferred. Specific duties include, but are not limited to the following:

- Perform technical review of projects for compliance with historic preservation standards and programs, including determining existing conditions, reviewing architectural plans and design proposals and evaluating the impact of proposed projects on historic resources.
- Develop treatment recommendations for repair and maintenance activities for compliance with preservation guidelines and principles.
- Review proposed projects and consult with design professionals, project sponsors and others to resolve problems.
- Participate in site visits.
- Assist in planning and designing projects involving historic properties.
- Provide information to staff and the public about technical programs and preservation regulations and standards.

Benefits Include: full medical and mental health coverage, all federal holidays, generous vacation days, vision, dental, retirement, telecommuting opportunities.

**Additional  
Comments**

HOW TO APPLY:  
Applicants must submit a cover letter and resume via email.

Deadline: February 19, 2024

Olivia Brazee, Historic Site Restoration Coordinator  
NYS Office of Parks, Recreation and Historic Preservation  
Division for Historic Preservation  
PO Box 189, Waterford, NY 12188  
olivia.brazee@parks.ny.gov

This position is located at the Division for Historic Preservation  
at Peebles Island State Park.

\*For the duration of the NY HELPS Program, this title maybe filled via a non- competitive appointment, which means no examination is required but all candidates must meet the minimum qualifications of the title for which they apply. At this time, agencies may recruit and hire employees by making temporary appointments. In May 2024, if a temporary NY HELPS employee is satisfactorily performing in the position, the appointment will be changed from temporary pending Civil Service Commission Action to permanent non-competitive and the official probationary period will begin.

At a future date (within one year of permanent appointment), it is expected employees hired under NY HELPS will have their non-competitive employment status converted to competitive status, without having to compete in an examination. Employees will then be afforded with all of the same rights and privileges of competitive class employees of New York State. While serving permanently in a NY HELPS title, employees may take part in any promotion examination for which they are qualified.

Some positions may require additional credentials or a background check to verify your identity.

**Contact Information**

<b>Name</b>	Olivia Brazee
<b>Telephone</b>	
<b>Fax</b>	
<b>Email Address</b>	Olivia.Brazee@parks.ny.gov

**Address**

<b>Street</b>	P.O. Box 189
<b>City</b>	Waterford
<b>State</b>	NY
<b>Zip Code</b>	12188

<b>Notes on Applying</b>	<p>HOW TO APPLY: Applicants must submit a cover letter and resume via email.</p> <p>Deadline: February 19, 2024</p> <p>Olivia Brazee, Historic Site Restoration Coordinator NYS Office of Parks, Recreation and Historic Preservation Division for Historic Preservation PO Box 189, Waterford, NY 12188 olivia.brazee@parks.ny.gov</p>
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