

### Class Concept

Positions in this class are responsible for the supervision and coordination of all real property appraisals and reviews in the acquisition of right-of-way for the State of North Carolina under eminent domain law. These positions involve considerable public contact with landowners, stakeholders, and various state and local government officials.

Positions supervise and coordinate the work of lower-level staff across multiple divisions (Highways, Rail, Ferry, and local municipalities), managing appraisal workflows to meet critical deadlines while independently hiring, training, conducting performance evaluations, and conducting in-office program development. Positions engage with landowners, stakeholders, and government officials to explain or clarify matters about the appraisal and acquisition of real estate and negotiate fees and oversee appraisal assignments to fee appraisers. Positions perform quality control oversight of appraisal reviews to ensure conformity with agency, state, and federal standards and collaborate with highway officials to evaluate the feasibility of proposed routes and recommend revisions to optimize right-of-way acquisition and cost efficiency, while providing expert guidance on complex appraisal assignments and staying informed on market trends at all levels.

### Recruitment Standard

#### Knowledge, Skills, and Abilities

- Thorough knowledge of real estate appraisal practices, including NC Appraisal Board requirements, departmental policies, the Right of Way (ROW) Manual, and applicable federal standards such as CFR 49 Part 24, FHWA Guidelines, and USPAP
- Proficient in interpreting technical documents and plans, including deeds, real estate instruments, highway and utility plans, and cross-sections
- Skilled in utilizing digital tools and systems such as GIS, public land records, CADD, and Microsoft Office applications (Word, Excel, Teams) for property analysis and documentation
- Demonstrated ability to estimate project costs and apply sound judgment in property valuation, ensuring accuracy and compliance with regulatory standards
- Strong leadership, communication, and interpersonal skills, with experience in supervising, training, and fostering effective working relationships with diverse stakeholders

#### Minimum Education and Experience

Possess a valid Certified General Real Estate Appraiser license; or be a Certified General Appraiser licensed in a state recognized by the NC Appraisal Board offering license reciprocity. If licensed in another state, the NC license must be instated before a job hire can be finalized. Seven (7) years appraisal experience in training, writing, and reviewing qualified appraisals, with five of those years working for a condemning authority subject to the laws governing eminent domain.

#### Necessary Special Requirement

Must be actively enrolled in the National Registry, possess current USPAP certification, and be eligible to operate a state-issued vehicle.

Note: This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA.