

DIRECTOR OF ENVIRONMENTAL SCIENCE & COMPLIANCE

Classification: Exempt
Grade: 19
Division: Environmental Science and Compliance

Position Summary and Functions:

This position is accountable for managing the efficient day-to-day activities for the division of Environmental Science and Compliance of the NBC. Responsibilities include directing the Environmental Monitoring & Data Analysis, Pretreatment, Laboratory and Environmental, Safety & Technical Assistance Sections for the NBC. The incumbent develops and implements division operating policies, performance standards, goals and budget objectives, prepares water quality reports, monitoring plans and performs strategic planning. The incumbent must keep current on technological improvements to processes and equipment, environmental issues, marine and freshwater quality science, renewable energy, laboratory, monitoring, permitting and pretreatment operations and must demonstrate expertise with federal and state environmental and worker safety regulations. The incumbent will ensure agency compliance with OSHA requirements and environmental permits and will serve as a liaison to environmental agencies and stakeholders.

Essential Duties and Responsibilities:

- To provide direction and supervision to the environmental monitoring, pretreatment, laboratory, technical assistance and safety training programs for the NBC;
- Develops division goals and goals for sections within the ES&C Division and ensures that goals are achieved or exceeded;
- To prepare in depth written reports on all areas of operations and make recommendations therein that will be useful in analysis and evaluation;
- Oversee NBC's strategic planning efforts and update the NBC Strategic Plan as necessary;
- Develop and issue new policies and oversee the maintenance of the NBC Policy Manual;
- Develop water quality reports and monitoring plans and coordinate NBC monitoring activities with other statewide monitoring initiatives;
- Review and comment on various reports and proposed regulations and legislation that may affect the NBC;
- Ensure agency compliance with RIPDES discharge permits, resolve permitting issues and negotiate permit issues with state and federal agencies;
- Oversee NBC energy initiatives and special projects, including energy efficiency and renewable energy projects;
- Periodically conduct field inspections of construction sites, industrial companies and other projects or initiatives, which may include confined space entry or on marine vessels;
- Routinely makes presentations about the NBC programs and projects to stakeholder groups and at workshops locally and nationally;
- Participates in statewide and national stakeholder activities to promote the NBC and protect NBC interest.

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Education and Experience:

BS degree in engineering, planning or a related field (MS preferred) with a thorough knowledge of water quality science, engineering practices, planning and program issues and environmental regulations. Ten years of experience in engineering, engineering project management, or planning and managing a staff and related services is required. Licensing or certification in planning, engineering or a related field is preferred. Duties of this position require an understanding of the technical and professional disciplines of engineering, environmental science and environmental regulations, laboratory and pretreatment operations, wastewater systems, water quality science, planning and policy development and the federal, state and local decision-making process. Must demonstrate the ability to motivate and direct a technical staff and have a thorough knowledge of business and wastewater management practices.

Job Knowledge, Skills and Abilities:

A thorough knowledge of water quality issues, Federal and State environmental and OSHA regulations, the NPDES regulatory permit process, and experience writing and negotiating regulatory permits. Experience regulating and monitoring the performance of sewage facilities, experience developing sewage plant local limits needed to protect the treatment facilities and receiving waters from toxic pollutants and experience with computer models designed to track pollutants through the sewage system and receiving waters. Thorough knowledge of laboratory operations, renewable energy and energy efficiency systems, industrial pretreatment, pollution prevention assistance and safety training programs required and the skills needed to develop public and user education programs, activities and educational materials is essential. Effective communication skills necessary to interact with similar agencies, local businesses, federal, state, local government agencies, stakeholder groups and assigned staff is essential. Must possess excellent writing skills needed for writing independent reports on various issues.

Supervisory Responsibilities:

Works under the general direction of the Executive Director with considerable latitude for the exercise of independent judgment and innovation. Responsible for the daily operation of the Environmental Science and Compliance Division, charged with multiple and varied duties and a wide range of professional, technical and administrative staff.

Physical Demands:

Required to sit for long periods of time. Must be capable of physical exertion while on site or field visits, including extended periods walking, climbing, bending, exposure to heat, cold, dust, noise and confined spaces will occur periodically.