



Appointment Type: Permanent
Working Time: Full Time
Reference Code: NB00019543*
Opening Date: 11/05/2009
Closing Date: 11/12/2009



Unit Supervisor- WMS Band 01 **\$3333-\$6800 per month (WMS Band 1)**

Agency Information

MISSION & VISION

The Department of Ecology's mission is to protect, preserve and enhance Washington's environment, and promote the wise management of our air, land and water for current and future generations.

This means protecting both humans and the environment from pollution; restoring and preserving important ecosystems that sustain life; and finding ways to meet human needs without destroying environmental resources and functions. Fundamental to achieving these results lies in our everyday interaction with citizens, stakeholders, and the public we regulate. We treat our customers as partners and collaborators: provide respectful and prompt service; explore creative solutions for the best results; and act with integrity. Also critical is maintaining effective infrastructures and a workforce that is committed, productive and successful. We invest in our employees to create and sustain a working environment that encourages creative leadership, teamwork, professionalism and accountability.

The citizens of Washington trust that the Department of Ecology supports and assists them in promoting the sustainable environmental and economic well being of the state. That trust, coupled with our effectiveness, helps Ecology to continue to receive the support it needs to advance our environmental mission.

To learn more about our Agency, please visit our website at: www.ecy.wa.gov

There is currently one full-time position open in the Southwest Regional Office, Lacey, Washington. This position reports to the Toxics Cleanup Program Southwest Regional Office Section Manager.

Duties

The Unit Supervisor is responsible for managing, administering, and directing activities related to the investigation and clean up of contaminated sites. This position supervises about 8 staff who oversee cleanup of toxic waste sites in Ecology's Southwest regional Office (SWRO), with an emphasis on Pierce County and particularly Tacoma. Serves as the regional Voluntary Cleanup Program (VCP) Coordinator for the SWRO. As a licensed Geologist, provides technical support and oversight to unlicensed technical staff. Act as site manager, directly overseeing the cleanup of contaminated sites.

Provide management information to TCP's SWRO Section Manager on current and future cleanup activities, confirmed and suspected contaminated sites, the unit's state cleanup fund expenditures, and accomplishments. Maintain and/or develop

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systems to track and report such information. Contributes to implementing the agency's diversity strategy.

Manage staff who oversee the environmental cleanup of most cleanup sites in Pierce County and sites in other counties (currently about 60 sites). This work results in orders and decrees outlining investigation and cleanup work that needs to take place. Help staff negotiate the terms of Agreed Orders, Consent Decrees, and Prospective Purchaser Agreements. Sets priorities for, assigns, and tracks work of 8 professional staff (5 hydrogeologists, 1 engineers, and 2 natural resource scientists). Ensures that workload is distributed appropriately among staff. Evaluates staff performance, recognizes staff for good work, takes corrective personnel actions when appropriate, and facilitates professional growth among staff. Develops training plans with staff and ensures that the plans are carried out. Hires and trains new staff. Ensure staff are working in conformance with agency/program policies/rules, and in conformance with minimum expectations described in their Essential Functional Analysis and Performance Evaluation. Signs time sheets, leave slips, training requests, site logs, and requests for flexible work arrangements.

As the SWRO VCP Coordinator, ensure that the Voluntary Cleanup Program in Southwest Regional Office is running efficiently, effectively, consistently, and in a timely manner. Address issues that may arise with VCP reviews conducted by other staff and policy issues concerning the VCP program. Ensure consistent interpretation of MTCA.

As a licensed Geologist, provides technical support and oversight to unlicensed technical staff.

As a site manager, directly oversees the cleanup of contaminated sites.

Qualifications

Required:

A bachelor's degree involving major study in geology, hydrogeology or related physical science, environmental or natural science, engineering, or closely related field.

Five years professional experience working in an environmental or environmental management field.

Licensure as a Professional Geologist or Professional Hydrogeologist in the State of Washington, and experience conducting investigations and remedial actions at contaminated sites.

Knowledge of supervisory and management principles; relevant state and federal environmental laws; federal, state, and local government decision-making processes and the political environment they encompass; risk management; communication strategies and procedures; and negotiating strategies.

Special Notes

** This recruitment is open to current Ecology employees only.

To ensure consideration for this position, you must apply electronically at www.careers.wa.gov using reference code NB00019543* and submit the following materials as attachments (WITHIN THE ATTACHMENTS TAB) by November 12, 2009.

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> A letter of interest describing how you meet the requirements for this position, using a maximum of 2000 words. Please provide clear, detailed information that addresses the duties of the position and the desirable qualifications.

> A resume

> Answers to the following questions:

1. Describe your geology and hydrogeology experience as it applies to the investigation and cleanup of contaminated sites.
2. Describe your experience in managing people or leading projects and discuss those factors important for success.
3. Describe your experience in working with federal, state, and local governments on environmental matters.
4. Describe your approach to dealing with conflicts.

By submitting a completed application package to this announcement you are acknowledging that all answers, statements and any other materials you have submitted to apply for this job are true and complete to the best of your knowledge. You understand that the State may verify this information and that untruthful or misleading answers are cause for rejection of your application or dismissal if employed.

Other Information

The State of Washington is an equal opportunity employer. Persons with a disability who need assistance in the application or testing process, or those needing this announcement in an alternative format, may call (360) 664-1960 or toll free (877) 664-1960 or Telecommunications Device for the Deaf (360) 664-6211. For questions about this recruitment call (360) 407-6186.