

### ENVIRONMENTAL QUALITY SECTION SUPERVISOR

DESCRIPTION: This is supervisory, administrative environmental work in the area of Air, Water or Waste Management, which includes air, water, solid waste, hazardous waste, and agricultural waste. Employees in this class supervise section personnel and professionals, develop procedures, methods and programs, and administer funds for various programs; performs related work as required.

EXAMPLES OF WORK: (A position may not be assigned all the duties listed, nor do the listed examples include all the duties that may be assigned.)

Directs the activities of a section in the surveillance and analysis program, permits and enforcement program or program planning, to accomplish the goals and directives of the Nebraska Environmental Protection Act, the Federal Clean Water Act, Clean Air Act, and the Federal Resources Conservation Act, and other state environmental statutory requirements.

Administers the activities of the federal and state environmental permitting and compliance programs.

Recommends approval of plans for environmental permitting programs, and oversees all groundwater and surface water quality planning and monitoring activities.

Responsible for developing policies and procedures applicable to air, water or waste programs and ensuring their implementation.

Interprets federal and state laws/regulations to staff, system owners/operators, local officials and private citizens to ensure compliance with applicable laws and regulations.

Supervises the planning, implementation and technical reporting for environmental surveys and studies.

Responsible for plan formulation and program planning recommendations relating to the environmental programs; responsible for developing policies, procedures and methods for surveillance and analysis programs; responsible for the development, promulgation and publication of rules and regulations for all permit and enforcement programs.

Manages the work of a professional through clerical level staff.

Assists in determining program and budget requirements, administering the State/EPA Agreement, and managing the division's property and equipment needs.

Recommends or initiates investigation activities and enforcement action against violators of various environmental rules and regulations.

Participates in public relation activities including coordinating the response to and investigation of citizen complaints involving pollution incidents.

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES REQUIRED: (These may be acquired on the job and are needed to perform the work assigned.)

Knowledge of: environmental laws, guidelines, rules and regulations; department programs related to environmental issues; federal grants procedures for writing and preparing grants.

Ability to: communicate on all levels of knowledge relating to environmental issues; organize and coordinate the staff workload to maximize effective utilization of personnel and resources; react to emergency situations rapidly and properly to protect human health and welfare and to minimize adverse environmental effects; interpret environmental laws and programs in dealing with citizen concerns and educating the public.

Skill in: administering program funding and budget activities, managing personnel and general management; conducting business and negotiating with persons of a different viewpoint to mediate an acceptable solution for all those concerned.

ENTRY KNOWLEDGE, SKILLS AND ABILITIES REQUIRED: (Applicants will be screened for possession of these through written, oral, performance, and/or other evaluations.)

Knowledge of: biology, chemistry, geology, hydrology, hydraulics, limnology, soils and other related environmental disciplines; engineering plans and specifications; scientific research methods; ecological principles and interactions; management and budgeting processes.

Ability to: communicate orally and in writing at all levels; establish a good working relationship with the professional and the clerical staff.

Skill in: effective supervision; public speaking.

JOB PREPARATION GUIDELINES: (Entry knowledge, skills and/or abilities may be acquired through, BUT NOT ARE LIMITED TO, the following coursework/training and/or experience.)

Any equivalent combination of education, training and/or work experience that will enable an individual to possess the required knowledge, skills and abilities. Master's degree in life sciences, physical sciences, natural sciences, environmental science, chemistry, geology, biology, agronomy, civil engineering, environmental engineering or a related field plus 2 years experience or coursework in the related field preferred.

OR

Bachelor of Science degree in life sciences, physical sciences, natural sciences, environmental science, chemistry, geology, biology, agronomy, civil engineering, environmental engineering or a related field plus 4 years of work experience or coursework in a related field.