

Class Concept

This is technical and administrative work in planning, managing and coordinating activities for a section with branches without sub-units that is responsible for a regional or statewide environmental, energy or natural resource program(s); or managing a smaller section with at least two (2) branches with at least two environmental/engineering branch supervisors; or service as a Deputy Director for a smaller environmental or natural resource division of less than ninety permanent or time limited full time equivalents.

Employees manages or assists the Division Director of a small environmental or natural resource division by establishing program goals and objectives to meet program and/or departmental requirements. Employees are responsible for planning work operations, organizing personnel, establishing and maintaining a program budget, and reviewing the output of subordinate work units to assure that goals and/or compliance objectives are met. Environmental or natural resource management programs directed are generally composed of related functional areas and are usually based on well-established state and/or federal laws and regulations. Work is performed under the administrative supervision of a higher-level Environmental Program Manager or Director and may include other duties as assigned.

Recruitment Standards

Knowledge, Skills, and Abilities

Thorough knowledge of the principles, practices, and administration of the statewide environmental, energy or natural resource management program to which assigned.

Thorough knowledge of departmental philosophies and policies concerning the administration of an environmental or natural resource management program.

Thorough knowledge of federal and state laws and regulations pertaining to the program to which assigned.

Ability to plan, develop and administer a statewide program of consultative and regulatory services.

Ability to assess fiscal, personnel and other program needs and to recommend and support appropriate actions to higher-level management.

Ability to handle the more difficult technical problems encountered by subordinates.

Minimum Education and Experience

Bachelor's degree in one of the agricultural, biological, engineering, environmental or natural resource sciences or a closely related curriculum from an appropriately accredited institution and six years of progressive experience in environmental work including two years in a supervisory capacity; or an equivalent combination of education and experience..