

**Classification Title: Water Quality Director**

FLSA Status: Exempt

**BRIEF DESCRIPTION:** Manages the Water Quality Division. Develops and implements comprehensive, multi-jurisdiction policies and activities for countywide Water Quality Programs. Integrates with stakeholders by defining services, setting policy and procedures and negotiating agreements. Provides advanced consultative, regulatory and administrative services related to groundwater protection, surface water protection, watershed management, sediment and erosion controls/management, land disturbing activities, stormwater and floodplain programs and soil and water conservation.

**ESSENTIAL FUNCTIONS:**

*This information is intended to be descriptive of the key responsibilities of the position. The following examples do not identify all duties performed by any single incumbent.*

S Sedentary	L Light	M Medium	H Heavy	V Very Heavy
Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time.	Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts constantly OR requires walking or standing to a significant degree.	Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. constantly.	Exerting 50-100 lbs. occasionally, 10-25 lbs. frequently, or up to 10-20 lbs. constantly.	Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. constantly.

#	Code	Essential Functions
1	S	Develops and manages business and strategic plans and budget in combination with other divisions. Determines risk for programs involving domestic groundwater supply, surface water and ambient water quality and soil and water conservation.
2	S	Oversees and administers enforcement programs in all areas of water quality. Recommends policies and procedures to ensure compliance with all local, state and federal regulations. Provide oversight on mandated reports and required letters for information requests, violations and reviews.
3	S	Manages consultant contracts engaged in studies, investigations and database preparation. Ensures accurate project scope and timeliness and completeness of deliverables.
4	S	Leads, motivates, negotiates and participates with appropriate stakeholders, county management, government and non-government agencies, to collaborate and create relationships with internal and external partnerships to improve capacity, such as financial resources and human capital, to accomplish shared waters quality and natural resource conservation goals.
5	S	Coordinates emergency responses during and following natural and man made disasters. Provides assistance and coordination with damage assessment, incident control and other public safety concerns.

**CLASSIFICATION REQUIREMENTS:**

CLASSIFICATION REQUIREMENTS	
Education	Bachelor's degree in Public Health, Environmental Engineering or Science, Business Administration or related field.
Experience	Seven years experience in environmental services or environmental programs.
Equivalent Education & Experience Accepted?	Yes
Certification and Other Requirements	Valid driver's license.
Reading	Advanced
Math	Advanced
Writing	Advanced
Managerial	Receives Broad Direction.
Budget Responsibility	Oversees budget preparation of department budget. Reviews and approves expenditures of significant budgeted funds for the department or does research and prepares recommendations for Countywide budget expenditures.
Supervisory / Organizational Control	Work requires managing and monitoring work performance by directing subordinate supervisors or administrators including making final decisions on hiring and disciplinary actions, evaluating program/work objectives and effectiveness, and realigning work and staffing assignments, as needed.
Interpersonal / Human Relations Skills	Work requires very frequent and regular contact with others in a direct reporting relationship as well as others outside of a direct reporting relationship. The purpose of the contact is broad reaching and dynamic and may include the communication of specific issues and/or general policies. Interaction with others outside of the department requires exercising participative management and negotiation skills that support County strategy and organizational goals. Work also requires the communication with direct reports to ensure maximum productivity in work assignments. Makes presentations and answers questions with regard to presentation materials and findings.

**OVERALL PHYSICAL STRENGTH DEMANDS:**

Sedentary	Light	X	Medium	Heavy	Very Heavy
Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time.	Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts constantly OR requires walking or standing to a significant degree.		Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. constantly.	Exerting 50-100 lbs. occasionally, 10-25 lbs. frequently, or up to 10-20 lbs. constantly.	Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. constantly.

**MACHINES, TOOLS, EQUIPMENT, AND WORK AIDS:**

Computers, printers and related software

PRIMARY WORK LOCATION	
X Office Environment	Shop
Clinic	Vehicle
Recreation Centers/Neighborhood Centers	Warehouse
Outdoors (see 1 below)	Other (see 2 below)

(1) N/A

(2) N/A

**PROTECTIVE EQUIPMENT REQUIRED:**

Hard hats, safety shoes and vests