

Director of Environmental Affairs Department

Jefferson Parish, Louisiana, which is located in the culturally rich New Orleans Metropolitan area with a population of approximately 450,000 residents is seeking a highly motivated leader who can work effectively as a team member directing one of the Parish's uniquely multi-faceted departments. This position will require collaboration with the Parish Administration, Council, Public Works as well as numerous other Parish Departments and consultants. Acting as the principal clearing house for State and Federal regulations, the Department of Environmental Affairs works closely with State and Federal regulatory agencies, as well as other governmental agencies and Local, State and Federal public officials. Programs such as the EPA-required Stormwater Management (MS4) Permit to protect the local water systems from illicit dumping, and the Industrial Pretreatment Program which protects our Wastewater infrastructure from improper industrial discharges, are managed by this department. The Department of Environmental Affairs is also tasked with the delivery of critical public services to residents including garbage and recycling collection, mosquito and rodent control, and management of Parish owned landfill with gas collection system. The Department frequently assists other Parish departments with permitting and compliance with local, state and federal environmental regulations; oversees household hazardous waste collection programs, municipal waste diversion and litter abatement; enforces local environmental codes for the storage and collection of solid waste, mosquito breeding and illegal dumping; and maintains the Keep Louisiana/Keep America Beautiful programs. The Director oversees approximately 25 employees and an annual operating budget of approximately \$43 million.

The Director's duties and responsibilities include management and operation of landfill with gas collection system, and includes, but is not limited to the following:

- (1) Provide policy development and management guidance in the area of environmental services, solid waste management, mosquito control, and submittal of all federal and state environmental permits for parish projects;
- (2) Evaluate department operations and report to the parish president and parish council on departmental performance on a regular basis, and counsel with the parish president and parish council on policy decisions affecting environmental issues;
- (3) Direct the department in formulating and evaluating operating policies, programs and procedures, including budget and capital planning activities;
- (4) Prepare reports on departmental operations evaluating performance against established objectives, and special reports on operating problems or plans as required.

MISCELLANEOUS INFORMATION

The Director of Environmental Affairs shall be appointed by the Parish President with the approval of the Council. The individual selected for this position will be required to report to duty during emergency situations. The position is considered unclassified, limited-tenure, at-will employment. The individual selected for this position will be subject to a background check and will be required to submit a financial disclosure statement annually.

SALARY RANGE & BENEFITS

Jefferson Parish offers work/life balance, competitive salaries, excellent fringe benefits, paid holidays, and a generous retirement package. The starting salary range for the position is \$95,075-\$113,454, and will be commensurate with education and experience.

QUALIFICATION REQUIREMENTS

Preferred Requirements: a bachelor's degree in engineering and registered in the state of Louisiana; or environmental science; or public health; or related field; and should have a minimum of seven (7) years of experience in landfill operations and maintenance.

The successful candidate shall possess and maintain a valid Louisiana Driver's License or have the ability to secure one within ten (10) working days of hire.

For additional information about Jefferson Parish, tour the Parish's website at www.jeffparish.net.

Interested qualified candidates please forward resume and salary expectation to:

JPHumanResources@jeffparish.net

**Attn: Ms. Nicole C. Thompson, Director
Department of Human Resource Management
1221 Elmwood Park Boulevard, Suite 517
Jefferson, LA 70123
Phone - (504) 736-6180**

DEADLINE FOR RECEIPT OF RESUMES TO BE CONSIDERED: October 31, 2020

Jefferson Parish is an Equal Opportunity Employer.