



Tennessee Department of Environment and Conservation
TDEC Environmental Manager 4
Division of Remediation, Oak Ridge Office
Annual Salary Range: \$62,664 - \$100,248

About the Tennessee Department of Environment and Conservation (TDEC)

The department is responsible for:

- Safeguarding the health and safety of Tennessee citizens from environmental hazards;
- Protecting and improving the quality of Tennessee's land, air, and water; and
- Managing the system of 56 Tennessee State Parks and 83 Natural Areas.

TDEC has approximately 2,900 employees working across Tennessee supported by a total budget of more than \$300 million with funding from fees for services, state parks revenue, federal sources, and the state general fund. TDEC is the chief environmental and natural resource regulatory agency in Tennessee with delegated responsibility from the U.S. EPA to regulate sources of air pollution, radiological health issues, solid and hazardous waste, underground storage tanks, water pollution, water supply, and groundwater pollution. TDEC has a central office in Nashville, an office in Oak Ridge, TN, and eight (8) regional offices across the state serving as the primary point of contact for their respective regions.

About the Division of Remediation (DoR)

The Division of Remediation (DoR) is charged with implementing the Hazardous Waste Management Act of 1983, Part 2 (TCA 68-212-201 et seq.), the Drycleaners Environmental Response Act, and the Properties where Methamphetamine was Manufactured Act. The Division provides assistance to: voluntary parties interested in cleaning up properties and/or Brownfield redevelopment; the U.S. Environmental Protection Agency (EPA); the Department of Defense; and the Department of Energy on sites of federal interest. The Division responds to complaints and other releases on sites where hazardous substances or other pollutants or contaminants were released. The Division identifies and investigates sites and uses practical and effective remedies to stabilize, remediate, contain, monitor and maintain these sites in order to eliminate threats to public health, safety, and the environment.

Summary of Position

This TDEC Environmental Manager 4 position will be based in the TDEC office located in Oak Ridge, Tennessee. This position will provide direction and management of the DoR Oak Ridge office (DoR-OR) Monitoring and Oversight program, with 5 direct reports and a

total program of 13 staff. Duties include managing the technical section staff responsible for assessing whether DOE programs are sufficiently protective of human health and the environment. This is an Executive Service position that reports to the Division's Deputy Director at the Oak Ridge office and is part of the Division's Senior Management team.

Duties and Essential Functions:

- Lead team on a daily basis to ensure that programs are implemented in a fair, consistent, and timely manner that protects human health and the environment.
- Ensure activities meet requirements of the Tennessee Oversight Agreement and DOE grant requirements; and are appropriately tracked and documented.
- Direct team efforts to conduct independent monitoring needed to assess the effectiveness of DOE cleanup efforts and provide oversight of DOE's environmental monitoring program. Develop activity work plans for DOE approval.
- Establish performance measures for accountability.
- Work closely with personnel to assure that appropriate information, resources and programs are available to support successful work completion and encourage professional development.
- Identify and implement improvements that strengthen the quality, efficiency and effectiveness of operations.
- Oversee preparation of reports to assure timeliness, technical accuracy, consistency, and professional tone.
- Oversee preparation of monitoring plans, reports and associated budgets.
- Participate in developing Division policies and procedures. Assure that personnel are trained in State, TDEC, and Division policies and procedures.
- Work with citizens, elected officials, not-for-profit organizations, legislators, industry and businesses to resolve environmental issues and explain TDEC actions. Coordinate these efforts with Division senior management and TDEC Regional Director of External Affairs. Represent the Division in public meetings. Provide appropriate information on regulatory requirements and efforts implemented by the Division.

Knowledge, Skills and Abilities:

- Proven leadership skills; able to influence and motivate others to achieve organizational goals in an effective and efficient manner
- Is dedicated to meeting the expectations and requirements of internal and external customers. Establishes and maintains effective relationships with customers and gains their trust and respect.
- Uses rigorous logic and methods to solve difficult problems with effective solutions.
- Is competent at establishing clear directions; maintains two-way dialogue with others on work and results.
- Steps up to conflicts, seeing them as opportunities to provide direction and coaching moments for staff to learn how to discuss and resolve professional disagreements. However, if needed, can hammer out tough agreements and settle disputes equitably.

- Effective interpersonal skills dealing with people at various levels within the organization, as well as, external stakeholders.
- Is action oriented and full of energy for the things he/she sees as challenging. Is also motivated to inspire staff to perform less glorified tasks that are relevant to the Division/office mission.
- Reflects integrity. Keeps confidences, admits mistakes and is widely trusted.

Qualifications:

Bachelor's degree from an accredited college or university in environment science, biology, chemistry, geology, engineering, engineering technology, ecology, physics or other acceptable science related field. Ten or more years of relevant professional environmental program experience including at least five or more years of supervisory experience.

All interested candidates should submit via email (**TDEC.Careers@tn.gov**) resume and cover letter to Beth Smith, Director, Office of Talent Management. The position will remain posted until June 30, 2016. Additional questions regarding the position should be sent to TDEC.Careers@tn.gov.

Beth Smith, Director of Talent Management

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