

Air Quality Programs Division Director

About the Agency

There is unprecedented interest across political, social, and economic sectors in taking action to address environmental and clean air issues and this is a unique opportunity to play a pivotal role in addressing these challenges. As a leading voice in air and climate protection initiatives the Puget Sound Clean Air Agency stands at a critical moment in its history.

The Puget Sound Clean Air Agency is a special-purpose, regional public agency chartered by state law in 1967. Its mission is to “work together to clean the air we breathe and protect our climate through education, incentives and enforcement.” Fine particles, ozone, air toxics, climate change and environmental justice are the organization’s strategic priorities. The Agency works in partnership with Federal, State and local agencies and an array of private and non-profit organizations. Its jurisdiction covers King, Kitsap, Pierce and Snohomish counties, spans 6,300 square miles and is home to more than 3.5 million people — over half the state’s population.

The Agency is governed by a Board of Directors which is comprised of elected officials or their designees from each of the four counties, a representative from the largest city in each county, and one member representing the public-at-large.

The Agency also has an Advisory Council comprised of individuals representing large and small businesses, education, transportation, health, tribes, fire officials, the environmental community, ports and the public-at-large.



In the 43 years of the Puget Sound Clean Air Agency’s existence, significant progress has been made to clean the air, largely through controls on business and industry, technology changes such as cleaner vehicles and certified wood stoves, and voluntary initiatives like the award-winning

Diesel Solutions Program. While compliance is important, education and incentives have paved the way for people making cleaner choices -- taking the bus and train more often, converting fireplaces to natural gas or propane, replacing old uncertified wood stoves, using electric yard equipment and choosing low-emission, fuel-efficient cars.

Growth is one of the biggest issues facing the region, affecting mobility and air quality. Even though technology has led to cleaner cars, there are more of us driving more and more miles all the time -- about 80 million miles per day in the four-county region alone.

APPLICATION PROCESS

Persons interested in this position should submit the following information:

1. A letter of interest specifically addressing the qualifications mentioned in this announcement.
2. A current resume.
3. Salary history

If you have questions regarding this announcement, please call Marissa Karras at 360-956-1336. This position will remain open until filled. Previous applicants need not re-apply. Please submit your application materials to marissa@karrasconsulting.net or by fax to 360-956-1348.

The Puget Sound Clean Air Agency is an equal opportunity employer and is strongly committed to enhancing the diversity of its workforce. We will provide assistance in the recruitment, application and selection process to applicants with disabilities who request such assistance. Please contact us at (360)956-1336 as early as possible regarding any assistance you may require.

COMPENSATION

The annual salary mid-point for this position is \$122,328. Benefits include a public transit subsidy, comprehensive medical, dental, vision and life insurance, public employee retirement system contributions, holiday, vacation and sick leave.

Nature and Scope of Position

The Air Quality Programs Division Director reports to the Puget Sound Clean Air Agency's Executive Director and is responsible for 22 staff.

The Puget Sound Clean Air Agency has long been at the forefront of the clean air movement, usually ahead of the curve in raising and addressing issues of scientific, technical and social concern and influencing decision making at local, state, and national levels.

The successful candidate needs to possess a broad set of technical, strategic and management skills; communicate an understanding of atmospheric science; and demonstrate the ability to facilitate complex stakeholder processes and implement resulting programs. As a result of planned retirements the agency has experienced a significant loss of management level technical expertise, so the next Air Quality Programs Division Director must be versatile and proficient in the science of air quality.

Desirable Qualifications

A Master's degree from an accredited institution of higher education is preferred and at least five years in a senior leadership role within a substantial and complex advocacy organization, government agency or for-profit corporation that involves leading an air quality staff and managing significant funds. Experience in public health, policy or administration, physical sciences or engineering is a plus.

Air Quality Programs Division

The Air Quality Programs Division is responsible for the Agency's understanding of air quality issues in the region, developing policy options to address those issues and implementing policy options selected by the Board. The division consists of two departments: Clean Air Initiatives and Technical Analysis.

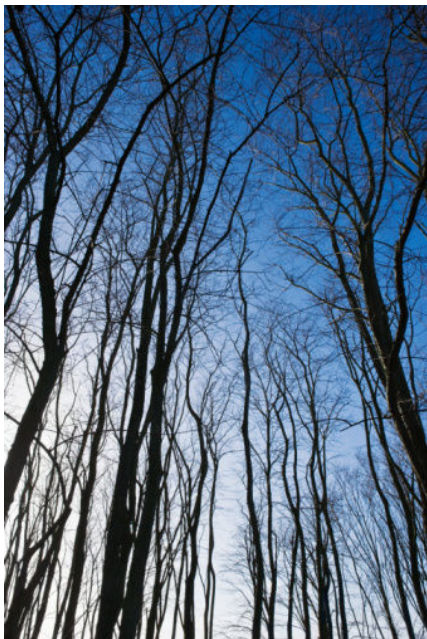
The Technical Analysis Department designs and operates the Agency's portion of the statewide air monitoring network, prepares daily air quality forecasts, makes burn ban decisions, analyzes air quality data, conducts state implementation planning and coordinates with the Puget Sound Regional Council on land use and transportation. They are responsible for assuring plans and strategies have a sound technical basis.

The Clean Air Initiatives Department implements voluntary and incentive based projects that support strategic focus areas. Examples include: Diesel Emission Reduction Act grants, Clean Cities Coalition grants from the Department of Energy, wood stove change out grants from the State of Washington, and diesel emission reduction projects funded by the Port of Seattle and other local governments.

The Division prepares State Implementation Plans (SIPs) for pollutants that violate the EPA air quality standards. SIPs are required under the Federal Clean Air Act and both the Washington State Department of Ecology and the Agency work in tandem to meet federal requirements. The Agency is actively engaging with Ecology, EPA, and the Puyallup Tribe on an innovative framework to more efficiently meet SIP requirements. The Agency is running a comprehensive stakeholder process for this initiative.

In addition, the Division partners with the Puget Sound Regional Council (PSRC) on regional land use and transportation plans and prepares comments on environmental documents from other agencies under the State Environmental Policy Act.





The Division collaborates with multiple partners and stakeholders to leverage human and financial resources most effectively and ensure the inclusion of region-and industry-wide viewpoints in the strategies developed to implement the Agency mission. For example, the Agency is partnering with multiple organizations (Pierce County, City of Tacoma, Tacoma- Pierce Health District, Ecology, Hearth Industry) to effectively address the PM2.5 nonattainment issues in the Tacoma area.

The Division implements voluntary and incentive based programs that support the 10 year strategic plan. As such, the Director must understand regional air quality issues with respect to federal ambient air quality standards, air toxics risks (beyond federal or state regulatory standards), and global air quality related issues.

Communications is a function within the Clean Air Initiatives Department and supports both the voluntary and incentive based programs as well as other Agency communication needs, e.g. media relations and compliance related communication requirements, the Agency website, application social media tools and emerging technologies. The Director should possess highly

developed communications skills and have an understanding of social marketing tools to guide engagements in the broader community

Performance Dimensions

Technical Skills:

- Oversees complex air quality planning processes to develop state implementation plans using strong technical, public involvement and project management skills.
- Understands the regional transportation planning process and the agency's role to include transportation emissions in the State Implementation Plan. Complies with federal conformity requirements and includes climate considerations in regional land use and transportation plans.
- Understands and applies federal and state grant requirements.
- Assures air monitoring network complies with the EPA regulatory requirements and follows the EPA regulations and guidance.
- Directs the development of cost recovery plans for grants to recover the costs of administering the grants and assures that all costs reasonably attributable to grants are recovered by grant revenues.
- Tracks the fiscal progress in administering grants by staff and recommends adjustments as necessary.
- Synthesizes complex scientific information and develops practical policy options for solving problems.

Strategic Planning Skills:

- Provides counsel and advice to the Executive Director based on the strategic plan.
- Demonstrates flexibility in areas of strategic importance, such as anticipating how air quality issues are evolving and changing.
- Implements elements of the strategic plan assigned to Air Quality Programs.
- Effectively participates in developing the budget by looking at the needs of the whole Agency.
- Engages in routinely examining the strategic plan and redirects resources as necessary in conjunction with the Executive Director and Board of Directors.
- Examines the work of the Air Quality Programs Division to assure it adds value.
- Effectively participates in developing and pursuing state and federal legislative initiatives.

Management Skills:

- Works collaboratively with the Executive Director and other managers and staff in the development of policy options, based on technical data.
- Applies systems thinking and can articulate the interconnections of the division's activities with those of other departments and partners.
- Influences others to act where express authority is absent.
- Listens to all sides of an issue—assimilates, integrates and synthesizes.
- Directs and manages staff in a supportive and diplomatic manner.
- Directs the development and implementation of the division budget and manages expenditures within the approved budget.
- Develops consensus recommendations with diverse groups of stakeholders.
- Articulates ideas and work within the system comprised of the Board of Directors, Advisory Council and other stakeholders.
- Inspires others to accomplish objectives on a broad range of projects and tasks.
- Mentors and coaches managers to help them develop into future leaders of the organization.
- Develops staff and builds teams.

About Puget Sound

Spectacular natural surroundings, world-class education systems, thriving urban centers, vibrant neighborhoods and a lively arts and culture scene are just some of what makes Puget Sound a great place to live. Ringed by snow-capped mountain peaks, crisscrossed by fresh and salt waterways, home to urban centers, small cities and vibrant neighborhoods, the Puget Sound region is a commercial center and a major hub for trans-Pacific and European trade. Some of the world's most successful and innovative companies are located here, including Microsoft, Starbucks, Amazon, Costco, Intel, Paccar, Weyerhaeuser, Nordstrom, Boeing and many more. Outdoor activities are especially plentiful given the area's natural beauty and mild climate. Hiking in the Olympic or Cascade Mountains, kayaking in Lake Union, or cycling on one of many rails-to-trails paths are just a few of the options available. Washington is viewed as a progressive and innovative state where people are outgoing and friendly.

