

MAJOR FUNCTION

This is responsible professional, technical and administrative work involving program planning, and policy and process development necessary to design, operate and maintain the City's Stormwater Quality Enhancement Program. Work is performed under the general direction of the Manager-Stormwater Management and requires considerable independent deductive judgment, technical skill and initiative. Work is reviewed through reports, observation and results achieved.

ESSENTIAL AND OTHER IMPORTANT JOB DUTIES**Essential Duties**

Develops a comprehensive program plan that sets out the activities, schedule, and financial planning necessary to quantify local water quality problems and to develop and implement desired corrections. Trains, monitors and provides technical supervision to staff in collecting, managing and interpreting data necessary to develop action plans and recommendations for the City's Stormwater Quality Enhancement Program. Manages the City's efforts related to the Impaired Waters Rule, Assessments, Total Maximum Daily Load (TMDL) development and Basin Management Action Plan (BMAP) processes. Reviews state and federal Water Quality Regulations, proposed legislation and rulemaking and recommends strategic initiatives to best represent the City's interest. Develops and manages the Program's capital improvement plan. Closely coordinates with National Pollutant Discharge Elimination System Compliance and Lakes and Surface Water Quality Monitoring programs to ensure the City's adherence to same. Directs the Think About Personal Pollution (TAPP) Program. Continuously monitors grant opportunities, and manages awarded grants within the Stormwater Management Division. Prepares and administers the work unit's capital and operating budgets. Prepares and presents written and oral reports to internal and external bodies, as required. Attends meetings of the City Commission and meetings of related boards or committees. Performs special projects as assigned. Performs related work as required.

Other Important Duties

Provides information to City staff, the City Commission and the general public relating to water quality enhancement initiatives. Recommends the hire, transfer, promotion, discipline, grievance adjustment and discharge of unit employees. Conducts performance evaluations and recommends the approval or disapproval of merit increases. Attends, participates, and provides information and guidance to science advisory and environmental groups. Supervises the City's Fertilizer Applicator Certification Program. Prepares City Commission agenda items. Attends hearings, seminars, and workshops in order to keep abreast of water quality planning issues, initiatives and requirements. Identifies developmental opportunities for staff and coordinates attendance at same. Performs related work as required.

DESIRABLE QUALIFICATIONS**Knowledge, Abilities and Skills**

Considerable knowledge of the principles and practices of water resource engineering and planning. Considerable knowledge of laws and regulations relating to stormwater management and stormwater quality. Ability to organize and administer a stormwater quality enhancement program in accordance with accepted professional regulations, practices and standards. Ability to analyze difficult planning programs and to develop a positive course of action. Ability to make deductive judgments based on analysis of technical and/or financial data. Ability to establish and maintain effective relationships with subordinates, other agencies and the general public. Ability to direct the work of others and provide corrective criticism in a manner that is conducive to increased quality and productivity. Skills in data collection and interpretation, research and report writing. Skill in the use of microcomputers and associated programs and applications necessary to successful job performance.

Minimum Training and Experience

Possession of a bachelor's degree in environmental or water resource sciences, civil or environmental engineering, hydrology or a field closely related to water resource management and five years of professional experience in water resource management that includes program planning and policy interpretation; or an equivalent combination of training and experience.

NOTE: Preference may be given to applicants who possess a professional registration such as, but not limited to, Professional Engineer, Professional Hydrologist or Professional Geologist.

Established: 12-15-98
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01-15-10*
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