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OREGON DEPARTMENT OF ENVIRONMENTAL QUALITY

DIRECTOR

POSITION SPECIFICATIONS

CLIENT

The Oregon Department of Environmental Quality (the “Department” or “DEQ”) is responsible for protecting and enhancing Oregon’s water and air quality, for cleaning up spills and releases of hazardous materials, and for managing the proper disposal of hazardous and solid wastes. The Department has approximately 730 positions and a budget of \$300 million dollars. DEQ staff use a combination of public outreach, technical assistance, permitting, inspections, and enforcement as tools to help public and private facilities and citizens understand and comply with the state and federal environmental regulations. The DEQ staff includes scientists, engineers, technicians, administrators, and environmental specialists, among others. The agency’s headquarters office is located in Portland, with regional administrative offices in Eugene, Bend and Portland; and field offices in Coos Bay, Medford, Pendleton, Salem and The Dalles. DEQ’s laboratory in Hillsboro monitors the quality of Oregon’s air, land and water statewide. In addition to local programs, the Environmental Protection Agency (EPA) delegates authority to DEQ to operate federal environmental programs such as the Federal Clean Air, Clean Water, and Resource Conservation and Recovery Acts.

Mission

The mission of the DEQ is to be a leader in restoring, maintaining and enhancing the quality of Oregon’s air, land and water.

About Oregon

Oregon is a state of contrasts, with snow-dusted mountains, dramatic river canyons, lush valleys, rugged coast, and plains and fertile fields. In fact, Oregon offers some example of every geographic terrain on the planet within its borders. Oregon's population is largely concentrated in the western part of the State known as the

Willamette Valley. The eastern portion of the State lies east of the Cascades and is dryer and more rural.

- Today's Oregonians are heirs to 50 years of innovation in environmental regulation including, the Bottle Bill; statewide land-use planning; establishment of the Willamette River Greenway; and, public ownership of ocean beaches from border to border incorporating over 360 miles of coastline.
- Crater Lake, at 1,932 feet deep, is the deepest lake in the United States.
- Hells Canyon is the deepest river-carved gorge in North America. At 7,913 feet, it's deeper than the Grand Canyon.
- More than 35,000 Oregon farms and ranches exist, occupying about 16.4 million acres.
- The largest concentration of wintering bald eagles is found in Klamath Basin National Wildlife Refuge Canyon.
- The Malheur Wildlife Refuge is home to the largest freshwater marsh in the U.S.
- More than 750 vineyards in Oregon produce more than 70 different varietals of wine grapes.
- Oregon has the only Scenic Bikeway program in the nation and a total of 14 Scenic Bikeways throughout the state.
- The highest elevation point is Mt. Hood at 11,239 feet, and the lowest is at sea level.
- More than 6,000 lakes and 112,000 miles of rivers and streams flow in Oregon.
- Oregon contains more than 5,900 registered campsites along with 230 state parks and 13 national forests.
- Nearly half of Oregon's total area is forested – close to 30 million acres.

RESPONSIBILITIES

The Director reports to, and is selected by, the Environmental Quality Commission (EQC), a volunteer five-member policy and administrative commission appointed by the Governor. Informally, the Director also reports to the Governor, through the Governor's Natural Resources Policy Advisor. This is a permanent, full-time executive service position located in Portland, Oregon. The successful candidate will become part of the State's Executive Service team.

The purpose of this position is to administer and enforce laws regulating air, water, and land pollution; administer authorities delegated by the EPA, including the Clean Air, Clear Water and Resource Conservation and Recovery Acts; administer state statutes including solid waste management, recycling, and environmental cleanup; serve as a member of the Governor's cabinet; and assist the Governor's Natural Resources Policy Advisor to coordinate natural resource agencies.

Key responsibilities include:

Program Administration/Direction

- Lead an organization engaged in innovative, cutting-edge environmental and data management initiatives, including climate change, diesel emission controls, air toxins, clean fuels, public health and the environment;

- Enforce environmental laws of the state, and of the federal government where delegation has occurred, including levying civil penalties and seeking voluntary cooperation;
- Direct an organization with a strongly supportive and engaged Commission;
- Lead an organization with a dedicated, stable and well-trained workforce, many of whom are recognized experts in their respective fields;
- Direct the development and implementation of the Department strategic plan and performance measures;
- Oversee development of agency rules to assure compliance with state/federal laws and regulations for approval by the EQC;
- Monitor state and federal legislation;
- Negotiate contracts with EPA to carry out federal environmental programs;
- Administer the directives of the EQC;
- Position DEQ as a progressive, forward-thinking leader in areas of sustainability, zero waste, and environmental initiatives.

Agency Management/Administration

- Develop the agency biennial budget request that implements the agency's strategic planning goals and presents it to the Legislature;
- Implement and manage the agency legislatively approved budget;
- Maintain knowledge of the environmental issues locally and nationally, in sufficient technical depth to allow for reasoned policy and administrative rules and recommendations to the EQC;
- Provide guidance and leadership to DEQ management and staff;
- Provide direction and direct the implementation of agency affirmative action plans, employee safety activities, and other plans to attract, retain, and manage a diverse, well-trained work force.

External/Outreach

- Anticipate issues and maintain rapport with the Oregon Legislature, Oregon's Congressional Delegation, the media, directors of state and federal agencies, the public, the business community, and special interest groups to assure DEQ success in receiving support and resources for environmental programs;
- Promote awareness of environmental issues and agency programs to the public and the regulated community through public informational meetings, public hearing, and the media;
- Report regularly to the Chair of the EQC, and meet regularly with other natural resource agency directors, and the Governor's Natural Resources Policy Advisor, and report on appropriate topics to the Director of the Department of Administrative Services.

Supervision

- Plan, assign, and approve work, including developing, implementing and updating position descriptions and work plans;
- Lead a workplace culture that embraces efficiency, transparency, accountability, and best practices;

- Prepare annual performance appraisals and recommend appropriate personnel actions;
- Discipline and reward staff according to policy and collective bargaining agreement;
- Direct the investigation, respond and facilitate resolution of, grievances and complaints;
- Direct the management of recruitment in interviewing and reference checking, and make hiring decisions in accordance with agency policy, goals and programs such as affirmative action, injured worker, and employment laws;
- Evaluate and implement unit training needs to ensure staff are prepared to perform assigned duties, including evaluation and creation of opportunities for staff development;
- Handle personnel issues expeditiously according to procedures and collective bargaining agreement.

EDUCATION AND EXPERIENCE

- A bachelor's degree from an accredited institution ideally focused on the natural or physical sciences. A master's degree in a natural or physical science or technically related field of study, a law degree in environmental law, or an MPA is strongly preferred.
- Demonstrated successful management experience (ideally eight years or more) in an organization of similar size, scope and complexity to DEQ. The organization will ideally be related to environmental sciences or natural resources.
- Experience in environmental regulatory oversight, including enforcement of rules, laws and statutes is a plus.
- Knowledge of modern management practices and principles.
- Successful experience forming collaborative and productive partnerships with a diverse set of stakeholders and staff.
- Experience in the development, implementation and evaluation of strategic organizational goals, plans and policies.
- Familiarity with the principles of environmental justice.
- Familiarity with and ability to establish metrics defined by risk parameters and health-based outcomes.
- Familiarity with the legislative budget process will distinguish the most attractive candidates.
- Prior experience leading major technology initiatives from an executive perspective is highly desired.
- Ability to travel, as needed, throughout the State of Oregon and to regional and national conferences.

PERSONAL CHARACTERISTICS

- Politically astute; understands and appreciates differing viewpoints and the geographic/economic diversity in the State of Oregon; sensitive to public opinion and the necessity for clarity and transparency in all external stakeholder dealings.
- Strong written and oral communication skills; presence to make effective and persuasive speeches and presentations on complex and emotionally charged

issues to diverse groups of stakeholders; a natural “connector” who enjoys meeting with and building rapport with stakeholders.

- A transformational leader and change agent; possesses the courage to innovate and propose/shepherd major systemic change to make the best use of resources and talent.
- Possesses a personal commitment to environmental issues coupled with the ability to strike an effective balance with the needs of commerce and industry.
- Genuine; a person with low ego needs but possessing the gravitas to engender respect and a genuine connection with others.
- Clear, common-sense thinker with critical reasoning skills; able to listen, acquire information, evaluate strategic alternatives, develop recommendations, seek counsel, make decisions, and take action.
- Accomplished leader who can inspire and motivate a diverse staff; “team-oriented” persona – embodies the essence of “we” over “me” orientation.
- Humility and “servant-leadership” mindset incorporating a non-confrontational and consensus-building leadership style; a true public servant.
- A results-focused, “roll-up-the-sleeves” professional with unquestioned personal integrity and ethics.
- A tinkerer; embraces the need for continuous process improvement and encourages creative and innovative solutions from all levels of the organization.

COMPENSATION

Compensation for this position will consist of a base salary dependent on the experience and qualifications of the successful candidate and the State of Oregon’s benefits package. For candidates with at least eight years’ experience, the base salary range is \$100,728 – 148,572 per year. Core benefits include comprehensive medical, dental and vision plans; \$5,000 in employee basic life insurance; membership in the Public Employees Retirement System; employer-paid defined benefit and defined contribution programs; sick, vacation and personal leave; ten paid holidays; and access to an innovative Employee Assistance Program that offers work-life counseling, along with homeowner, legal and family resources. Optional benefits include term life insurance; long-term and short-term disability; accidental death and dismemberment; long-term care; flexible spending accounts; and the option to enroll in the Oregon Savings Growth Plan, a deferred compensation program offering a wide variety of investment options.

APPLICATION PROCESS

EFL Associates, an executive search firm, is assisting the State of Oregon and EQC with this important search. All calls and inquiries should be made through the search firm. Nominations and applications will be held in confidence. Review of applications will begin immediately and will continue until November 22, 2016.

NON-DISCRIMINATION

Our client and EFL Associates firmly support the principle and philosophy of equal opportunity for all individuals, regardless of age, race, gender, sexual orientation, creed,

national origin, disability, veteran status or any other protected category pursuant to applicable federal, state or local law.

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