



CITY OF SEATTLE

Source Control Program Manager (Mgr 1,Utils)

SALARY:	\$36.14 - \$54.21 Hourly
LOCATION:	Seattle Municipal Tower, 700 5th Ave., Seattle, Washington
JOB TYPE:	Classified Civil Service, Regular, Full-Time
SHIFT:	Day
DEPARTMENT:	Seattle Public Utilities
BARGAINING UNIT:	Not represented
CLOSING DATE	06/22/16 04:00 PM Pacific Time

POSITION DESCRIPTION:

[Seattle Public Utilities \(SPU\)](#) is one of the region's most highly respected and innovative public utilities. With an annual budget of over \$1 billion, SPU is a dynamic and multi-faceted, rate payer funded utility. Our [Promise](#) focuses on what's important to residential and business customers being efficient, forward-looking, and keeping Seattle the best place to live.

SPU is committed to the delivery of a high quality water supply, essential wastewater, storm water and solid waste services to more than 1.5 million customers we serve in the greater Seattle metropolitan area.

Seattle Public Utilities (SPU) is seeking a Stormwater Source Control Program Manager who will be responsible to deliver stormwater source control programs for the Drainage and Wastewater Line of Business (DWW-LOB) in support of the City's National Pollutant Discharge Elimination System (NPDES) permit.

JOB RESPONSIBILITIES:

Manage a team of 10+ inspectors, administrative staff and environmental professionals while providing oversight to a budget totaling \$1.5 million to deliver pollution control programs and services for SPU's DWW Line of Business (LOB). In addition, manage programs to meet Federal and State Permit requirements, identify and develop programs that further SPU strategic objectives and improve DWW service delivery efficiency.

The Program focuses on pollution control in five areas:

- Business inspections for sites with pollution-generating activities;
- Inspection of privately owned stormwater facilities;
- Surface water Quality Investigations;
- 24/7 Spill Response; and
- Illicit discharge Detection and Elimination.

The program also provides support to the Lower Duwamish Waterway Superfund Project: conducting inspections, source tracing pollutants within City owned infrastructure and managing source control projects.

These programs involve enforcement of City Codes, particularly the City's Stormwater Code, and close coordination with other City Departments and the City Attorney's Office. Specific duties include:

- Effectively manage section work and resources.
 - Set annual work plan direction: Ensure that resources are properly allocated to achieve NPDES Permit compliance and program objectives.
 - Conduct monthly, quarterly and annual reporting of program outcomes. Provide data to regulatory agencies as requested.
 - Track program progress and plan for program development: monitor work plan progress; develop and track section budget and expenditures; set appropriate and meaningful program metrics, find program efficiencies and improve program effectiveness. Remove barriers, resolve problems, and improve communication between management and staff. Encourage ways to improve program outcomes and our customer's experience.
 - Establish and monitor sound business practices: Assure that standard operating procedures and good data management practices are set up and followed within the work unit.
 - Manage risk: Reduce legal risks for programs related to enforcement of City codes. Assure regulatory compliance for aspects of programs operated under permits from Federal and State regulators.
 - Conduct performance management. Conduct performance reviews and provide timely feedback to staff. Develop staff talents and help achieve business priorities by seeking opportunities to utilize and enhance staff skills and abilities, and build leadership and management capability within the Division. Manage personnel and performance issues.
 - Provide technical support to Inspectors as needed to ensure regulatory and management objectives are accomplished.
- Report on program outcomes to upper level management and regulatory personnel.
- Manage grants and contracts to deliver set objectives within budget.
- Participate in Source Control workgroups externally and internally to further local and regional source control objectives.
- Participate in project teams as source control subject matter expert, including Code revision processes and internal compliance issues.
- Represent SPU's perspectives to diverse audiences and constituencies, both directly and through inspection staff. Train and develop sensitivity for handling highly visible, sensitive and controversial issues.
- Participate in the development of technical and educational outreach strategies that help the Drainage and Wastewater Line of Business control costs and reduce pollution at the source.
- Participate in incident command system during spills or other source control events. Incident command responsibilities may require manager to be on-call outside of normal work hours.

QUALIFICATIONS:

The ideal candidate will have a demonstrated track record in the use of environmental regulation to achieve pollution control outcomes, experience managing in an urban stormwater environment, and the ability to lead and motivate team.

Education: Bachelor's Degree in Business or Public Administration, Civil Engineering, Environmental Studies, Resource Management, Urban Planning, or a related field. Combinations of appropriate education, training, certification and experience will be evaluated on an individual basis for comparability to the minimum education requirement.

Experience: A minimum of five (5) years' experience in a senior professional position supporting stormwater or environmental services.

Certificate/License: A current, valid driver's license, as the essential functions of the position requires the operation of a vehicle.

ADDITIONAL INFORMATION:

Seattle Public Utilities has three lines of business: drinking water, drainage and wastewater, and solid waste. We pledge to meet community and environmental needs by:

- Maintaining some of the nation's best drinking water.
- Helping Seattle residents and businesses be recycling leaders.
- Protecting local waterways and the Puget Sound from polluted storm and waste waters.

We do this work while always keeping in mind that we need to spend customers' money wisely.

We make effective decisions based on financial, social and environmental costs and benefits to achieve the best value for our customers. Our employees play an important role in making this possible.

Learn more about [Seattle Public Utilities](http://www.seattle.gov/util/) at our web page www.seattle.gov/util/.

APPLICATIONS MAY BE FILED ONLINE AT:
Job #2016-00830

<http://www.seattle.gov/jobs>
SOURCE CONTROL PROGRAM MANAGER (MGR 1,UTILS)
BR

If you are unable to apply on-line you may submit a paper application by the closing date to our office.

OUR OFFICE IS LOCATED AT:
Seattle Municipal Tower
700 5th Avenue, Suite 5500
Seattle, WA 98104
206-684-8088
Careers@seattle.gov



Who May Apply: This position is open to all candidates that meet the minimum qualifications. The Seattle Human Resources Department values diverse perspectives and life experiences. Applicants will be considered regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, sexual orientation, or gender identity. The Department encourages people of all backgrounds to apply, including people of color, immigrants, refugees, women, LGBTQ, people with disabilities, veterans, and those with diverse life experiences.

The City is a Drug Free Workplace.
