

ENVIRONMENTAL CONSULTANT

KIND OF WORK

Advanced professional statewide environmental program development and implementation work.

NATURE AND PURPOSE

Under general direction, has significant impact over a large-scale, statewide environmental program and is accountable for the development and implementation of the overall program, including program goals, objectives, and strategies; influences, negotiates, and generates consensus to achieve program objectives; provides direction, quality assurance, consultation, and coordination for the work of professional staff; serves as departmental liaison and represents the agency position with other agencies and groups; performs related work as required.

This class differs from the Environmental Specialist 4 (ES4) in program scope, impact and accountability. Environmental Specialist 4 positions are responsible for statewide programs that are substantial but are smaller in scope than the Environmental Consultant. Environmental Consultant duties require the application of technical knowledge and advanced human relations skills to advance the program, and have significantly higher accountability than Environmental Specialist 4 positions.

EXAMPLES OF WORK (A position may not include all the work examples given, nor does the list include all that may be assigned.)

Administer large-scale statewide programs and direct development and implementation of policy and procedures to ensure programs are scientifically based, compliant with legal requirements, responsive to external influences, and will achieve agency goals and priorities.

Serve as statewide technical expert in a particular environmental program so that programs are innovative and strategies, goals, policies, and plans can be made for long-range environmental needs by researching new information, advising technical staff, and integrating current technical information and practices with scientific and political concerns.

Draft legislative proposals and special reports and review bills proposed by legislators; ensure proposals align with sound environmental practices, program needs, and agency goals.

Testify at legislative hearings so that the legislature receives accurate and complete information by preparing background material on particular issues, anticipating problems or objections, and assembling relevant data.

Manage statewide budgets and resources to efficiently meet program needs by preparing, justifying, monitoring, and evaluating budgets and developing statewide spending plans.

Direct agency-wide, department-wide, inter-agency, and/or externally focused program activities to achieve consensus among individuals and groups in order to resolve complex and sensitive environmental problems, issues, and conflicts.

Lead teams in the development and implementation of statewide, multi-disciplinary, agency-wide programs and projects involving great complexity, little or no precedent, and significant public and legislative interest.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Knowledge of:

Advanced expert knowledge in an environmental field requiring a command of complex and/or sophisticated environmental practices and principles.

Administrative and program management expertise sufficient to guide other professionals and/or provide leadership over a broad range of disciplines and program activities.

Environmental rules, regulations and procedures governing a specific program sufficient to solve unique, novel, or difficult problems, advise professional staff, determine future program directions, and evaluate program work.

Legislative process sufficient to develop legislative proposals, regulations, apply for funding, and prepare and write legislative reports.

Division programs, policies and procedures sufficient to make program decisions that are compatible with other policies and programs in the division and department.

Program activities in all parts of the state sufficient to devise workable procedures for obtaining data and for operating programs; and to devise and recommend program policies.

Agency and state practices regarding procurement, contract administration and budgets sufficient to control the bid solicitation process, prepare budget requests, and authorize expenditures and payments.

Skill in:

Advanced human relations sufficient to influence, negotiate, motivate, and achieve consensus among a diverse range of audiences, individuals, and groups to achieve program objectives.

Persuasion sufficient to convince professional staff to take new approaches to issues and to explain and resolve complex environmental problems with other agencies, public interest groups, legislators, and the public.

Communication sufficient to present information to large or small groups, legislative committees, officials of other agencies, private groups or the public; writing skills sufficient to write convincing and well-documented reports on technical environmental issues; and to conduct training sessions with internal or external groups.

Leadership sufficient to establish program and project goals, strategies, and expectations, anticipate problems, plan for contingencies, evaluate results, and provide coaching and direction.

Planning sufficient to develop a systematic planning process for a program and produce biennial work plans.

Budgeting sufficient to allocate program funds to regional programs and to monitor expenditures.

Organization sufficient to monitor and adapt diverse projects and program activities statewide.

Ability to:

Deal effectively and diplomatically with others using the appropriate communication style when necessary (e.g., friendly, cooperative, enthusiastic, firm, non-combative, etc.) to further program objectives with individuals who may not be supportive.

Determine soundness and scope of innovative program initiatives and plans, analyze and forecast risks, determine analytical methodologies and frameworks, and communicate and report on results.