



Lead Environmental Compliance Specialist

Job Code	20001017	Job Family	Regulatory & Compliance	Professional / Knowledge Worker	
Department	Natural Resources	Reports to	Mgr Natural Resources	Union Status	Non-Represented
FLSA Status	Exempt	Pay Grade	2059	This Job is a Lead	Yes
Last Updated	10/1/2023				

Accountability for Workplace Culture

Our PUD values are at the center of our culture. Putting the safety, health, and well-being of our communities and those we work with is valued above all else and everyone on Team PUD must meet this commitment daily. Nothing we do in achieving our Mission is worth a single injury, and all who interact with us must feel they are valued and welcomed as individuals.

Everyone on Team PUD, in all positions, is accountable for achieving this safe and welcoming culture by:

1. Taking full ownership for the safety of themselves and their coworkers, while ensuring everyone feels valued and welcomed.
2. Taking action to identify and eliminate their own and others' at-risk behaviors, including the behaviors that may undermine another's feelings of being welcomed and valued.
3. Following all safety rules and regulations and ensuring the PUD's expectations for conduct and respect are maintained.
4. Openly sharing near-misses, safety learning opportunities, and ways we can learn to be a more welcoming place while encouraging others to do the same.
5. Utilizing Stop Work Authority to intervene with anyone, anytime, in any place.
6. Intervening or seeking guidance to stop actions that are harmful to the wellbeing, health, or sense of belonging of others, and which are detrimental to our PUD values.

Job Summary

Leads and directs the District on environmental matters related to project permitting and regulatory policy; Collaborates on interdisciplinary teams and performs as project lead / strategic advisor on important environmental initiatives or regulatory affairs impacting the utility; Serves as the District's in-house Federal Energy Regulatory Commission (FERC) compliance licensing expert focused on advanced license compliance activities and serves as the primary point of contact with the FERC; Ensures compliance with the terms and conditions of the operating licenses for each of the District's generating facilities; Acts as the District's primary point of contact with the Army Corps of Engineers, WA Department of Ecology, and other federal, state, local, and tribal stakeholders and regulatory authorities for all license related filings, orders, notices, and agreements; Oversees Regulatory Scientists providing them coaching, mentoring, training and feedback.

Accountabilities

Accountability #1

Leads, demonstrates, and delivers a solid record of environmental compliance as a District representative on environmental permitting and regulatory issues; Provides compliance related training and work oversight to Regulatory Scientists and other team members; Identifies and assigns license compliance actions, communications, and tasks to responsible staff. Provides document review, guidance, and recommendations for the timely preparation of FERC license and permitting agency submittals; This includes coordinating reviews with appropriate internal resource experts and legal counsel.

Accountability #2

Oversees and directs permit applications, monitoring, and reporting programs, compliance audits, and other related functions to ensure compliance with all regulatory mandates and requirements; Monitors performance of license compliance monitoring processes and procedures, identifies inefficiencies and recommends solutions; Maintains documentation and records for evidence retention.

Accountability #3

Analyzes proposed state and federal law, regulations, and court decisions for their impact on District practices and operations; recommends and implements policy and procedure changes consistent with requirements; coordinates with staff/regulatory agencies to advance responsible regulations that are consistent with operational requirements. Monitors, evaluates, and tracks industry changes and practices as they relate to license compliance.

Accountability #4

Serves as an advisor to District executives, department heads, and other managers on environmental and regulatory matters, and to administer the regulatory requirements associated with the District's

generation facilities and operations.

Accountability #5

Visits jobsites to preview site conditions, evaluate work in progress, and provide environmental and regulatory support to project leaders and field crews performing site planning, construction, maintenance, and changes in operations.

Accountability #6

Represents the District and consult with agency representatives, local governments, and outside entities on license requirements, obligations, and related matters; Builds trusting relationships and works collaboratively with a variety of internal and external personnel, including, but not limited to: Compliance Task Owners; Subject Matter Experts; team members; managers; auditors; federal, state, local agencies and Tribes; and members of the public.

Accountability #7

Ensures widespread integration of the District's sustainability and environmental stewardship practices. Develops, recommends, and promotes sustainability and environmental stewardship by monitoring, analyzing, and interpreting new and proposed environmental policies, laws, and regulations and advise and guides staff and management regarding possible implications to District operations and activities.

Accountability #8

Facilitates continual improvement and promotes the District's Culture of Environmental and Regulatory Compliance through recognizing opportunities for education and training, improved efficiency and effectiveness, innovation and other similar responsibilities; Leads and delivers excellent customer experiences through powerful cross group partnership and collaboration that improves effectiveness and results by leveraging skill sets and abilities into a strengthen, unified, and cohesive workforce and direction and similar responsibilities.

Accountability #9

Performs project management activities including schedule development, organization, and execution with moderately complex scope. Lead moderately sized teams and provide direction for internal projects.

Accountability #10

Contribute to a culture of caring, mutual respect, and trust that empowers current and future employees to do their best work for the benefit of our team members, customers, partners and stakeholders by aiding in the management and evaluation of performance of staff including providing coaching as needed. Aids in providing opportunities for staff development and training as appropriate. Identifies opportunities to improve team dynamics and efficiencies.

Minimum Qualifications Note

The minimum qualifications listed below are representative of the knowledge, skills, and abilities needed to perform this job successfully, as described in the Accountabilities. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential Accountabilities (duties and responsibilities) of this position. If you need assistance and/or a reasonable accommodation due to a disability during the application or recruiting process, please contact Human Resources at HRRecruiting@snopud.com, or by phone at 425-783-8655.

Qualifications – Education and Experience

Minimum Required Education and Experience:

Bachelor's Degree in an Environmental or Scientific related field, AND
Six (6) years of professional experience as a resource specialist or scientific researcher, or related;

OR

Ten (10) years of professional experience as a resource specialist or scientific researcher, or related.

Preferred Education and Experience:

Advanced Degree in an environmental or scientific related field of study.

Qualifications – License(s) and/or Certification(s)

Minimum Required License(s) and/or Certification(s):

Preferred License(s) and/or Certification(s):

Qualifications – Skills and Abilities

Minimum Required Skills and Abilities:

Must be able to demonstrate clear understanding and application of scientific principles.
Must be able to apply principles when conducting scientific investigations and inquiries.
Must be able to observe and accurately document conditions in a scientifically defensible format.
Analytical responsibilities include performance of comprehensive research and reporting including effective presentation using both verbal and non-verbal communication methods.

Preferred Skills and Abilities:**Competencies**

The following competencies describe the cluster of behaviors associated with job success in the job group identified as “Leader” at the Manager level.

- Adaptability
- Aligning Performance for Success
- Building Customer Relationships
- Building Talent
- Coaching
- Communication
- Continuous Improvement
- Continuous Learning
- Courage
- Creating a Culture of Trust
- Creating an Inclusive Environment
- Customer Focus
- Delegation and Empowerment
- Driving for Results
- Driving Innovation
- Emotional Intelligence Essentials
- Empowering Decision Making
- Execution
- Guiding Team Success
- Initiating Action
- Inspiring Others
- Leveraging Feedback
- Positive Approach
- Professional Knowledge and Aptitude

Selecting Talent
 Stress Tolerance
 Technology Savvy

Physical Demands

Physical Demands List

Frequency

Sit	Constant (67-100%)
Walk	Occasional (11-33%)
Stand	Occasional (11-33%)
Drive	Occasional (11-33%)
Work on ladders	Seldom (1-10%)
Climb poles or trees	Never
Work at excessive heights (note heights in open text box below)	Seldom (1-10%)
Twist	Seldom (1-10%)
Bend/Stoop	Seldom (1-10%)
Squat/Kneel	Seldom (1-10%)
Crawl	Never
Reach	Occasional (11-33%)
Work above shoulders (note specific activity in open text box below)	Seldom (1-10%)
Use Keyboard /mouse	Constant (67-100%)
Use wrist (flexion/extension)	Seldom (1-10%)
Grasp (forceful)	Seldom (1-10%)
Fine finger manipulation	Constant (67-100%)
Operate foot controls	Occasional (11-33%)
Lift (note weight in open text box below)	Seldom (1-10%)
Carry (note weight in open text box below)	Seldom (1-10%)
Push/Pull (note specifics in open text box below)	Seldom (1-10%)
Work rapidly for long periods	Never
Use close vision	Seldom (1-10%)
Use distance vision	Constant (67-100%)
Use color vision	Constant (67-100%)
Use peripheral depth perception	Constant (67-100%)
Speak	Constant (67-100%)
Hear	Constant (67-100%)

Additional Physical Demands not listed above and associated frequency below.

Mental Demands

Communication	Frequency
Understand and carry out simple oral instructions	Frequent (34-66%)
Understand and carry out complicated oral instructions	Frequent (34-66%)
Train other workers	Occasional (11-33%)
Work alone	Seldom (1-10%)
Work as a member of a team	Frequent (34-66%)
Follow standards for work interactions	Frequent (34-66%)
Write communications for clarity and understanding	Frequent (34-66%)
Speak with clarity with others	Frequent (34-66%)
Comprehension	Frequency
Read and carry out simple instructions	Frequent (34-66%)
Read and carry out complicated instructions	Frequent (34-66%)
Retain relevant job information	Constant (67-100%)
Reasoning	Frequency
Read and interpret data	Frequent (34-66%)
Count and make simple arithmetic additions and subtractions	Frequent (34-66%)
Use intermediate and/or advanced math	Frequent (34-66%)
Organization	Frequency
Plan own work activities	Frequent (34-66%)
Plan work activities of others	Occasional (11-33%)
Direct work activities of others	Occasional (11-33%)
Resilience	Frequency
Work under pressure	Occasional (11-33%)
Work for long periods of time	Occasional (11-33%)
Work on several tasks at the same time	Constant (67-100%)

Additional Mental Demands not listed above and associated frequency below.

Work Environment

Environmental Conditions List

Environmental Conditions List	Frequency
Exposure to weather	Occasional (11-33%)
Wet and/or humidity	Seldom (1-10%)
Atmospheric conditions	Seldom (1-10%)
Confined/restricted working environment	Never
Vibratory Tasks – High	Never
Vibratory Tasks – Low	Never

Additional Environmental Conditions in this job not listed above and the associated frequency below.

Risk Conditions List

Risk Conditions List	Frequency
Exposure to Heights	Never
Exposure to Electricity	Seldom (1-10%)
Exposure to Toxic or Caustic Chemicals	Occasional (11-33%)
Working with Explosives	Never
Exposure to Radiant Energy	Never
Extreme Cold	Never
Extreme Hot	Never
Proximity to Moving Mechanical Parts	Never
Noise Intensity	Seldom (1-10%)
Exposure to animals	Seldom (1-10%)
Working with angry customers	Seldom (1-10%)

Additional Risk Conditions present in this job not listed above and the associated frequency below.

On-Call Status and Frequency

On-Call is required.

- Yes
 No

On-call activities and frequency.

Occasionally - 1x quarter or 4-6 times a year

Work Location

The primary assignment for this position is:

- Remote
- Office Hybrid
- On-Site
- Field/Job Site

While this description has provided an accurate overview of responsibilities, it does not restrict management's right to assign or reassign duties and responsibilities to this job at any time. This position description is designed to outline primary duties, qualifications, and job scope, but not limit our employees or the organization to complete the work identified. In order to serve our customers best, each employee will offer their services wherever and whenever necessary to ensure the success of the District in serving our customers, to further the safety, health, and inclusivity of employees and the public, and achieve expectations of the District overall, while also remaining flexible in recognition of the employee's wellbeing.