



## Manager, Natural Resources

<b>Job Code</b>	20000115	<b>Job Family</b>	Manager/1st Level leader	<b>Leader</b>	
<b>Department</b>	Natural Resources	<b>Reports to</b>	Sr Mgr Generation Eng O&M	<b>Union Status</b>	Non-Represented
<b>FLSA Status</b>	Exempt	<b>Pay Grade</b>	2060		
<b>Last Updated</b>	8/29/2022				

### 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

Manage the development, implementation and sustainment of policies, procedures and programs to ensure the District's compliance with FERC hydroelectric license requirements and related aquatic, terrestrial, cultural, historical, wildlife, and recreational issues. Plan, organize, and manage programs for the District which conserve and protect the natural resources of Snohomish County.

## Accountabilities

### Accountability #1

Demonstrate continual improvement that delivers outstanding value to our customers by developing, recommending, and effectively managing budgets, identifying, evaluating, and recommending resourcing options that reflect appropriate prioritization and tradeoffs between cost and quality results, determining and realizing opportunities for improved efficiency and effectiveness, and similar responsibilities.

### Accountability #2

Create 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 providing employees opportunities to develop, supporting employees through change, hiring the right person for the right job, recognizing employee performance and achievements, being open to receiving feedback from our employees, and working daily to ensure a more equitable and inclusive environment, and similar responsibilities.

### Accountability #3

Leverage technology and prudently manage costs to deliver outstanding value to our customers by proactively managing the health of the Generation department's physical and environmental assets, promoting the implementation and use of sound proven life-cycle management, investing in assets to ensure their reliability, investing in habitat to ensure its sustainability and benefit to the overall natural system, replacing assets/adjusting habitat to improve functionality, empowering department staff to proactively do the same, and similar responsibilities.

### Accountability #4

Deliver excellent customer experiences through reliable, dependable, predictable service by ensuring that the Operations & Engineering group is appropriately staffed and trained so employee skill sets match the work and the right person is hired for the right job (and that the right employee is doing the right job), exposed to innovative and technologically advanced systems that expand their understanding of the industry, and similar responsibilities.

**Accountability #5**

Deliver environmentally sustainable services that demonstrate the District's stewardship and value of the natural environment by leading and creating a culture of continual improvement that delivers outstanding value to our customers (internal, external, and environmental), by recognizing opportunities for improved efficiency and effectiveness, by working with employees to create positive change, by being open to innovation, and similar responsibilities.

**Accountability #6**

Deliver exceptional value to our customers through fiscally responsible planning and management by developing accurate budgets, tracking actuals and making adjustments through the year as needed, by communicating transparently regarding schedules and ability to complete work as budgeted, and similar responsibilities.

**Accountability #7**

Achieve the highest level of employee and community trust in how the District manages all Generation Projects by ensuring compliance with all licenses, permits, and regulations, by ensuring open communication with District leaders and stakeholders regarding work requirements to obtain such compliance, by ensuring staff understands and complies with District Directives, safety rules and other related policies and procedures, by ensuring department goals and objectives align with District goals and objectives, and similar responsibilities.

**Accountability #8**

Demonstrate powerful partnerships that serve as valuable resources for our customers, industry peers, and community partners by guiding and leading others to work smart: prioritize, plan and execute all work; allow flexibility and grace for unanticipated emergent situations and accept sensible schedule adjustments to meet new priorities; communicate proactively with industry connections to remain current on reliable technology, and similar responsibilities.

**Accountability #9**

Achieve the highest level of employee and community trust in how the District manages compliance by ensuring the District's generation projects are operated and maintained in compliance with FERC license requirements. This includes activities related to permits and other regulatory and compliance requirements for terrestrial, wildlife, cultural, recreation, and aquatic issues as well as other Federal, State and Local regulations and similar responsibilities.

**Accountability #10**

## 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](mailto:HRRecruiting@snopud.com), or by phone at 425-783-8655.

## Qualifications – Education and Experience

### **Minimum Required Education and Experience:**

Bachelor's Degree in Environmental Sciences or related field, AND  
Two (2) years of related experience in Environmental Science, Electrical Generation Utility, or Hydroelectric FERC License management;

OR

Six (6) years of related experience in Environmental Science, Electrical Generation Utility, or Hydroelectric FERC License management

### **Preferred Education and Experience:**

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

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

Ability to travel to generation projects, trainings and conferences.

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

## Qualifications – Skills and Abilities

**Minimum Required Skills and Abilities:**

- Leadership methodologies, theories and practices, including employee involvement techniques.
- Aquatic, wildlife and terrestrial biology and cultural awareness.
- Supervisory and participatory management techniques.
- Federal, State, and local regulations and licensing requirements for hydroelectric projects.
- Aquatic, terrestrial, wildlife, cultural and recreation requirements.
- Federal, State and local agencies with jurisdiction over generating resources.
- Contract development and administration.
- Computer applications including word processing, spreadsheets and data bases.
- Written and oral communication techniques.
- Research and analytical techniques.
- Supervise, coach and assist staff.
- Direct, manage and administer complex functions, programs and projects.
- Lead in participatory/team environment.
- Analyze and resolve complex problems.
- Communicate and work effectively, both orally and in writing with all levels of the District.
- Communicate and work effectively, both orally and in writing with outside agencies, contractors, and customers.
- Develop and make presentations to all levels of the District.
- Work effectively with both technical and non-technical work groups.
- Learn, interpret and apply District policies, procedures and directives.
- Use independent and discretionary judgment.
- Manage confidential information.
- Effectively coordinate a variety of activities.
- Proactively and constructively deal with conflict.

**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	Frequent (34-66%)
Walk	Occasional (11-33%)
Stand	Occasional (11-33%)
Drive	Occasional (11-33%)
Work on ladders	Seldom (1-10%)
Climb poles or trees	Seldom (1-10%)
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	Seldom (1-10%)
Reach	Occasional (11-33%)
Work above shoulders (note specific activity in open text box below)	Seldom (1-10%)
Use Keyboard /mouse	Frequent (34-66%)

Use wrist (flexion/extension)	Seldom (1-10%)
Grasp (forceful)	Occasional (11-33%)
Fine finger manipulation	Frequent (34-66%)
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	Seldom (1-10%)
Use close vision	Frequent (34-66%)
Use distance vision	Seldom (1-10%)
Use color vision	Frequent (34-66%)
Use peripheral depth perception	Occasional (11-33%)
Speak	Frequent (34-66%)
Hear	Frequent (34-66%)

**Additional Physical Demands not listed above and associated frequency below.**

## Mental Demands

### Communication

	Frequency
Understand and carry out simple oral instructions	Occasional (11-33%)
Understand and carry out complicated oral instructions	Occasional (11-33%)
Train other workers	Frequent (34-66%)
Work alone	Frequent (34-66%)
Work as a member of a team	Occasional (11-33%)
Follow standards for work interactions	Constant (67-100%)
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	Constant (67-100%)
Count and make simple arithmetic additions and subtractions	Frequent (34-66%)
Use intermediate and/or advanced math	Occasional (11-33%)

### Organization

### Frequency

Plan own work activities	Constant (67-100%)
Plan work activities of others	Constant (67-100%)
Direct work activities of others	Occasional (11-33%)
<b>Resilience</b>	<b>Frequency</b>
Work under pressure	Constant (67-100%)
Work for long periods of time	Constant (67-100%)
Work on several tasks at the same time	Constant (67-100%)

**Additional Mental Demands not listed above and associated frequency below.**

**Work Environment**

<b>Environmental Conditions List</b>	<b>Frequency</b>
Exposure to weather	Occasional (11-33%)
Wet and/or humidity	Occasional (11-33%)
Atmospheric conditions	Occasional (11-33%)
Confined/restricted working environment	Seldom (1-10%)
Vibratory Tasks – High	Seldom (1-10%)
Vibratory Tasks – Low	Seldom (1-10%)

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

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



**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.**

### 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.