



JOB TITLE:	Deputy Director of Env. Programs	GRADE	18
DEPARTMENT:	Water Quality and Solid Waste	FLSA STATUS:	Exempt
REPORTS TO:	Director of Environmental Management		

GENERAL RESPONSIBILITIES

With general direction from the Director of Environmental Management this position serves as the program / project manager for Washington County's long-term water, stormwater, and wastewater strategies. This position will offer subject matter expertise on long-term programs, projects, and initiatives for Washington County. This position will perform complex and detailed analyses and projections of environmental programs, regulations, legislation, policies, and liabilities for Washington County and our neighboring counties.

Will be trusted to ensure any programs or initiatives remain in compliance with Federal, State, and local environmental regulations.

May be called upon to provide technical input on environmental initiatives and/or alternatives for the presentation and review by County leaders, Commissioners, Committees and the general public.

ESSENTIAL TASKS

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Program manager for environmental projects and water infrastructure initiatives.
- Manages strategic projects related to water, wastewater, and solid waste initiatives. (Manages community water and wastewater projects; coordinates completion of work products from varied departments and entities.)
- Provides technical support for environmental programs. (Provides technical support, research, and reporting on the County's assessment and implementation of projects involving the Potomac river (conducts research, makes recommendations; and coordinates efforts with other jurisdictions.)
- Research and reports on environmental legislation. (Reviews and evaluates environmental and energy related legislation; reports status of legislation throughout the General Assembly session; and completes written analysis and detailed reports.)
- May perform other essential job functions specific to the position and department assignment.

KNOWLEDGE, SKILLS AND ABILITIES:

- Considerable knowledge of the theory and practices of environmental management and public works administration.
- A working knowledge of wastewater treatment and waterworks facilities.
- Considerable knowledge of environmental regulations/strategies including nutrient trading/management, long-term allocation of nutrient loading, and tributary strategy initiatives.
- Excellent working knowledge of the principles and practices of public administration, including budgeting and fiscal management.
- Ability to effectively coordinate the activities of administrators and support staff members.
- Excellent communications skills.
- Ability to plan, maintain and manage efficient water/wastewater operations as well as solid waste and recycling operations to meet or exceed all local, state and federal programs.
- Ability to develop and maintain excellent working relationships with government officials, co-workers,

contractors, media representatives and the general public.

EDUCATION AND EXPERIENCE:

- Minimum requirements: Bachelor's degree in engineering. Five years' experience in project management of major public utilities with progressively increasing responsibilities in a public water and wastewater agency/solid waste and recycling facility.
- Master's degree in civil engineering or environmental management is preferred but not required. A comparable amount of training and experience may be substituted for the minimum qualifications.

PHYSICAL REQUIREMENTS:

- Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of the telephone and personal contact as normally defined by the ability to see, read, talk, hear, handle or feel objects and controls. Physical capability to effectively use and operate various items of office related equipment, such as, but not limited to a, personal computer, calculator, copier, and fax machine. Some standing, walking, moving, climbing, carrying, bending, kneeling, crawling, reaching, and handling, pushing, and pulling in observing field activity in all areas.

Exempt

12/2025



Washington County offers a full compensation package that reflects how much we value our employees. Please take a look at what you can expect to earn during your first year as a full time Employee with Washington County Government:

- ✓ **Sixty (60) Paid Personal Hours**
- ✓ **Eighty (80) Paid Vacation Hours**
- ✓ **Fourteen (14) Paid Holidays**
- ✓ **One Hundred & Twenty (120) Paid Sick Hours**
- ✓ **County and Employee funded Healthcare including Health, Prescription, Dental and Vision Coverage**
- ✓ **County Paid Employee Assistance Plan**
- ✓ **County Paid Life Insurance**
- ✓ **County Paid Accidental Death and Dismemberment Insurance**
- ✓ **County Paid Short Term Disability Insurance**
- ✓ **County Paid Long Term Disability Insurance**
- ✓ **Up to \$2,500.00 Annual Tuition Reimbursement Assistance**
- ✓ **County and Employee funded Defined Pension Plan**
 - **Vested in just five (5) years.**
 - **Credit for Prior Active Military Service and Unused Paid Sick Days.**