

Headquarter Federal Permit Manager (Environmental Specialist 4)

**Salary**

\$64,092.00 - \$86,208.00 Annually

Location

Multiple Locations - Western Washington, WA

Job Type

Full Time - Permanent

Remote Employment

Flexible/Hybrid

Job Number

2024-SEA4871-00236

Department

Dept. of Ecology

Division

Shorelands and Environmental Assistance

Opening Date

01/08/2024

Closing Date

Continuous

Salary Information

The high end of the salary range, Step M is typically a longevity step

- DESCRIPTION
- BENEFITS
- QUESTIONS

Description



DEPARTMENT OF
ECOLOGY
State of Washington

Keeping Washington Clean and Evergreen

The [Shorelands & Environmental Assistance](#) (SEA) program within the Department of Ecology is looking to fill a **Headquarter Federal Permit Manager (Environmental Specialist 4)** position.

This position is located in our **Headquarters Office** in [Lacey, WA](#).

This position is located in our **Northwest Region Office (NWRO)** in [Shoreline, WA](#).

Upon hire, you must live within a commutable distance from the duty station.

Please Note: If the final location of this position is determined to be in our Northwest Region Office (NWRO) in [Shoreline, WA](#), there will be an additional 5% pay increase due to its location in King County. In this instance the salary range will be \$5608-\$7543 per month.

In this position, you will be part of a dynamic team that interacts with federal agencies and works on interesting projects needing Ecology water quality and Coastal Zone Management approvals. Specifically, you will be able to gain knowledge and experience regarding protecting the state water quality through reviewing projects to ensure that they will meet the state water quality standards. You will be able to start or expand your career network through coordinating with Tribes, local, state, and federal entities on project actions that may have inter-related environmental impacts.

You will review projects that have a potential to impact wetlands and other waters of the state and determine if the state water quality standards will be met. You will review projects that have a potential to impact our coastal resources and determine if the project will meet the state's enforceable policies. You will be able to have

frequent contact with the U.S. Army Corps of Engineers, applicants, the public, staff members from both SEA and other Ecology programs, Tribes, and local, state, and federal government agencies as projects move through the review process. You will also provide project coordination with state and federal agencies in reviewing and developing procedures and policies pertaining to the Section 401 and Coastal Zone Management Federal Consistency process.

Agency Mission: The mission of the Department of Ecology's is to protect, preserve and enhance Washington's environment for current and future generations.

Program Mission: The mission of the Shorelands and Environmental Assistance Program is to create community conservation partnerships to protect and restore our shorelands, wetlands, and floodplains.

Tele-work options for this position: This position will be eligible for up to a 90% tele-work schedule. Applicants with questions about position location options, tele-work, and flexible or compressed schedules are encouraged to reach out to the contact person listed below in "other information." Schedules are dependent upon position needs and are subject to change.

Application Timeline: This position will remain open until filled, we will review applications on **January 23, 2024**. In order to be considered, please submit an application on or before **January 22, 2024**. If your application isn't received by this date, it may not be considered. The agency reserves the right to make a Hire any time after the initial screening date.

Please Note: We will review all applications received before the date above. Additional reviews after this date typically only occur if we have a small applicant pool, or if a successful Hire was not made.

Ecology employees may be eligible for the following:

[Medical/Dental/Vision for employee & dependent\(s\)](#), [Public Employees Retirement System \(PERS\)](#), [Vacation, Sick, and other Leave*](#), [11 Paid Holidays per year*](#), [Public Service Loan Forgiveness](#), [Tuition Waiver](#), [Long Term Disability & Life Insurance](#), [Deferred Compensation Programs](#), [Dependent Care Assistance Program \(DCAP\)](#), [Flexible Spending Arrangement \(FSA\)](#), [Employee Assistance Program](#), [Commuter Trip Reduction Incentives \(Download PDF reader\)](#), [Combined Fund Drive](#), [SmartHealth](#) ***[Click here for more information](#)**

About the Department of Ecology

Protecting Washington State's environment for current and future generations is what we do every day at Ecology. We are a culture that is invested in making a difference. Join a team that is highly effective and collaborative, with leadership that embraces the value of people. To learn more, check out our [Strategic Plan](#).

Ecology cares deeply about employee wellness; we go beyond traditional benefits, proudly offering:

- A healthy life/work balance by offering flexible schedules and telework options for most positions.
- An Infants at Work Program that is based on the long-term health values of infant-parent bonding and breastfeeding newborns.
- Continuous growth and development opportunities.
- Opportunities to serve your community and make an impact through meaningful work.

Our commitment to DEIR

Diversity, equity, inclusion, and respect (DEIR) are core values central to Ecology's work. We strive to be a workplace where we are esteemed for sharing our authentic identities, while advancing our individual professional goals and collaborating to protect, preserve, and enhance the environment for current and future generations.

Diversity: We celebrate and appreciate diversity; our unique perspectives and abilities enrich us all and lead to innovative approaches and solutions.

Equity: We champion equity, recognizing that each of us need different things to thrive.

Inclusion: We intentionally create and hold space so that we all have meaningful opportunities to participate and contribute to Ecology's work.

Respect: We treat each other with respect and dignity, acknowledging the inherent worth of our diverse perspectives and lived experiences, even in times of uncertainty and disagreement.

We believe that DEIR is both a goal and an action. We are on a journey, honoring our shared humanity and taking steps to demonstrate our commitment to a vision where each of us is heard, seen, and valued.

Duties



What makes this role unique?

In this position, you will have an opportunity to gain specialized skill and experience in federal Clean Water Act Section 10 and Coastal Zone Management federal consistency. You will be responsible for coordinating with other Ecology federal permit managers and technical staff to align efforts concerning environmental review and federal and local laws and permitting of projects. Additionally, you will provide support for coordinating with state, federal, local, and Tribal staff, project applicants, as well as a broad range of external stakeholders.

What you will do:

- Serve as the key point of contact for Ecology Section 401 team for the coordinated review and processing of Section 401 Water Quality Certifications and Coastal Zone Management federal consistency decisions.
- Work with the Aquatic Permitting and Protection Section manager and other Federal Permit managers in development of practices and procedures.
- Coordinate with other Ecology programs during the review process.
- Coordinate and track Ecology work within the Aquatic database to ensure deadlines and deliverables are met.
- Support work with other state agencies, counties, cities, federal agencies, and Tribes on reviews and permitting of projects.

Qualifications

Required Qualifications:

Years of required experience indicated below are full-time equivalent years. Full-time equivalent experience means that any experience where working hours were

less than 40 hours per week will be prorated in order to meet the equivalency of full-time. We would calculate this by looking at the total hours worked per week, divide this by 40, and then multiply by the total number of months worked. Examples of the proration calculations are:

- 30 hours worked per week for 20 months: $(30/40) \times 20$ months = 15 months full-time equivalent
- 20 hours worked per week for 12 months: $(20/40) \times 12$ months = 6 months full-time equivalent

Experience for both required and desired qualifications can be gained through various combinations of formal professional employment, education, and volunteer experience. See below for how you may qualify.

A total of **nine years of experience and/or education as described below:**

- **Experience:** Involving environmental analysis or control, or environmental planning.
- **Education:** Involving a major study in environmental, physical, or one of the natural sciences, environmental planning or other allied field.

All experience and education combinations that meet the requirements for this position:

Possible Combinations	College credit hours or degree - as listed above	Years of professional experience above
Combination 1	No college credit hours or degree	9 years of experience
Combination 2	30-59 semester or 45-89 quarter credits	8 years of experience
Combination 3	60-89 semester or 90-134 quarter credits (AA degree)	7 years of experience
Combination 4	90-119 semester or 135-179 quarter credits	6 years of experience
Combination 5	A Bachelor's Degree	5 years of experience
Combination 6	A Master's Degree	3 years of experience
Combination 7	A Ph.D.	2 years of experience

OR

Two years of experience as an Environmental Specialist 3, at the Department of Ecology.

Special Requirements/Conditions of Employment:

- Must be able to obtain and maintain a valid driver's license.

Desired Qualifications:

We highly encourage you to apply even if you do not have some (or all) of the desired experience below.

- Working knowledge of the U.S. Army Corps of Engineers Nationwide Permits program, Section 404 and Section 10 Permitting.
- Working knowledge of wetland science, mitigation and delineation.
- Demonstrated understanding of project management for complex projects that require multi agency and program coordination.
- Demonstrated ability to understand environmental legislation and regulations at the federal, state, and local level, by independently reviewing, analyzing, developing, and recommending permit decisions for projects. Testifying at legal proceedings and public hearings, and negotiating resolution in the development of policies and regulations.

Note: Having some (or all) of this desired experience may make your application more competitive in a highly competitive applicant pool.

Supplemental Information

Ecology seeks diverse applicants: We view diversity, equity, inclusion, and respect through a broad lens including race, ethnicity, class, age, religion, sexual orientation, gender identity, immigration status, military background, language, education, life experience, physical disability, neurodiversity, and intersectional identities. Qualified candidates from all backgrounds are encouraged to apply.

Need an Accommodation in the application and/or screening process or this job announcement in an alternative format?

- Please call: (360) 407-6186 or email: careers@ecy.wa.gov and we will be happy to assist.
- If you are deaf or hard of hearing you can reach the Washington Relay Service by dialing 7-1-1 or 1-800-833-6388.
- If you need assistance applying for this job, please e-mail careers@ecy.wa.gov. Please do not send an email to this address to follow-up on the status of your application. You can view the latest status of your application on your profile's main page.
- If you are reading this announcement in print format, please enter the following URL to your search engine to apply: <https://ecology.wa.gov/About-us/Get-to-know-us/Jobs-at-Ecology>.

Application Instructions:

It's in the applicant's best interest to submit all of the documents listed below. Applications without these documents may be declined.

- A cover letter describing why you are interested in this position.
- A resume outlining your experience and education (if applicable) as it relates to the minimum qualifications of this position.
- A list of three professional references.

Note: References will only be contacted during the final steps of the recruitment process for candidates selected as finalists. References will not be contacted without the candidate's formal authorization.

Please do NOT include your salary history. Wage/salary depends on qualifications or rules of promotion, if applicable.

For Your Privacy:

When attaching documents to your application (such as Resume, Cover Letter, Transcripts, DD-214, etc.):

- Please be sure to remove private information such as your social security number, date of birth, etc.
- Do not attach documents that are password-protected, as these documents may not be reviewed and may cause errors within your application when downloaded.

Additional Application Instructions for Current Ecology Employees:

Please make sure to answer the agency-wide questions regarding permanent status as a classified employee within the Washington General Service or Washington Management Service. Do not forget to select Department of Ecology as a response to question 2, and type your personnel ID number for question 3. If you are not sure of your status or do not know your personnel ID number, please contact Human Resources.

Application Attestation:

The act of submitting application materials electronically is considered affirmation that the information is complete and truthful. The state may verify this information and any untruthful or misleading answers are cause for rejection of your application or dismissal if employed.

Other Information:

If you have specific questions about the position, please email **Loree' Randall** at: Loree.Randall@ecy.wa.gov Please do not contact **Loree'** to inquire about the status of your application.

To request the full position description: email careers@ecy.wa.gov

Why work for Ecology?

As an agency, our mission is to protect, preserve and enhance Washington's environment for current and future generations. We invest in our employees to create and sustain a working environment that encourages creative leadership, effective resource management, teamwork, professionalism, and accountability.

Joining Ecology means becoming a part of a team committed to protecting and restoring Washington State's environment. A career in public service allows you to help solve some of the most challenging problems facing our state, while keeping your health and financial security a priority. We combine one of the most competitive benefits packages in the nation with a strong commitment to life/work balance.

To learn more about The Department of Ecology, please visit our website at www.ecology.wa.gov and follow, like or visit us on [LinkedIn](#), [Twitter](#), [Facebook](#), [Instagram](#) or our [blog](#).

Collective Bargaining: This is a position covered by a bargaining unit for which the Washington Federation of State Employees (WFSE) is the exclusive representative.

Equal Opportunity Employer: The Washington State Department of Ecology is an equal opportunity employer. We strive to create a working environment that includes and respects cultural, racial, ethnic, sexual orientation and gender identity diversity. Women, racial and ethnic minorities, persons of disability, persons over 40 years of age, veterans, military spouses or people with military status, and people of all sexual orientations and gender identities are encouraged to apply. Persons needing accommodation in the application/testing process or this job announcement in an alternative format may call (360) 407-6186. Applicants who are deaf or hard of hearing may call the Washington Relay Service by dialing 7-1-1 or 1-800-833-6388.

Note: This recruitment may be used to fill other positions of the same job classification across the agency. Once all the position(s) from the recruitment announcement are filled, the recruitment may only be used to fill additional open positions for the next sixty (60) days.