



**BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT**

Bay Area Air Quality Management District Environmental Planner I/II

SALARY	\$47.57 - \$63.75 Hourly \$3,805.72 - \$5,100.03 Biweekly \$8,245.73 - \$11,050.07 Monthly \$98,948.79 - \$132,600.85 Annually	LOCATION	San Francisco, CA
JOB TYPE	Full Time	REMOTE EMPLOYMENT	Flexible/Hybrid
JOB NUMBER	ET24.3.27	DEPARTMENT	Planning and Climate Protection
OPENING DATE	04/08/2024	CLOSING DATE	4/30/2024 5:00 PM Pacific

Description

Join an agency committed to creating a healthy breathing environment for every Bay Area resident while protecting and improving public health, air quality, and the global climate!

The Bay Area Air Quality Management District (District) is a regional government agency, committed to achieving clean air to protect the public's health and the environment. The District accomplishes this goal through regulation of industrial facilities and various outreach and incentive programs designed to encourage clean air choices. The District's jurisdiction encompasses all of seven counties - Alameda, Contra Costa, Marin, San Francisco, San Mateo, Santa Clara and Napa, and portions of two others - southwestern Solano and southern Sonoma.

At the District, we take pride in our commitment to fostering a workplace that values diversity and promotes cultural awareness. We prioritize employee engagement by providing a collaborative and inclusive environment that encourages active participation and open dialogue. Additionally, we believe in pay equity and strive to create an equitable compensation structure. With a strong emphasis on work-life balance, we understand the importance of supporting our employees' well-being both inside and outside the workplace. Join us in a dynamic and inclusive culture where your contributions are celebrated and your growth is nurtured.

The District is currently accepting applications for the position of **Environmental Planner I/II** in the Planning and Climate Protection Division. **This is an open recruitment for one (1) full-time, limited-term contract position for a 2-year term.**

This is a Limited Term Contract Employee (LTCE) Position. LTCE positions are funded by grants or other designated funds which are not part of the District's ongoing general fund budget. LTCE positions are subject to individual employment contracts and are limited to the duration of their funding source. Regular employees have the right to apply for an LTCE position. However, LTCE positions are not subject to the terms of the Employee Association MOU, and LTCE employees serve on an at-will basis.

About You in the Position

Are you interested in reducing air pollution and improving health outcomes in the most impacted and overburdened communities in the Bay Area? Are you motivated to develop and implement plans, projects and policies that address air pollution injustices and inequities?

The AB 617 Environmental Planner I/II will join a high-performing and motivated team of professionals who work in deep partnership with frontline communities most impacted by air pollution. You will assist in a wide variety of tasks to support the successful preparation and implementation of community-scale air quality plans in partnership with community members and partner organizations, and work to support communities and local governments determine how to best improve air quality and reduce health disparities while centering equity and addressing environmental justice. To be successful in this role, you must be a strong team player, have strong communication and analytical skills and be able to work with people of varied backgrounds and perspectives, including low-income communities of color and communities overburdened by air pollution. You will leverage your knowledge of land use, transportation, air quality, equity and environmental justice to gather, analyze, interpret, and visualize key data to support decision making.

Assembly Bill 617

Assembly Bill (AB) 617 (C. Garcia, Chapter 136, Statutes of 2017) was signed into law alongside Assembly Bill 398 which extended California's cap-and-trade program for greenhouse gas emissions. AB 617 addresses environmental justice concerns regarding the extension of the cap-and-trade program by requiring the California Air Resources Board, with input from community groups, air districts and others, to select locations around the state to prepare community-led plans to reduce emissions of toxic air contaminants and criteria pollutants. Communities can also be selected to prepare community-led monitoring plans. The primary requirement for community selection is a demonstrated high cumulative exposure burden to air pollution and associated health disparities. In the Bay Area, and around the state, these communities are often low-income communities of color.

In 2017, West Oakland and Richmond were selected as the first communities to participate in the AB 617 program. Since then, East Oakland and Bayview Hunters Point/Southeast San Francisco communities have been added to the program. The Air District works closely with these communities to both develop and implement emission reduction and monitoring plans.

Definition

Under direction, performs professional environmental planning work, including conducting planning studies, environmental impact reviews, and transportation/air quality program activities; performs related work as assigned.

Distinguishing Characteristics

Environmental Planner I is the entry level class of this specialized professional planning series. Initially under close supervision, incumbents perform a wide range of professional planning duties while learning the more skilled and complex tasks associated with environmental planning and assessment. As experience is gained, duties become more diversified and are performed under more general supervision. This class is alternately staffed with Environmental Planner II and incumbents may advance to the higher level after gaining experience and demonstrating proficiency which meet the qualifications of the higher-level class.

Environmental Planner II is the journey level class in this specialized series, fully competent to perform a wide range of professional planning duties associated with air quality and environmental planning. This class is distinguished from Senior Environmental Planner in that the latter provides lead direction as well as performs more complex and specialized work requiring considerable professional knowledge and the use of significant independent judgment and may provide lead direction for defined tasks.

Examples of Duties for this Position

Represents the District at meetings with the public, other public agencies and consulting firms.

Analyzes issues, prepares reports and recommendations relative to land use, regional development, transportation and related issues.

Prepares a variety of written communications, including analytical reports, correspondences and drafts of environmental assessments; directs the preparation of these materials by outside consultants and staff.

Makes effective oral presentations or prepares materials for presentation to and utilization by the Board of Directors, District staff, consultants and community groups.

May act as liaison with other agencies, divisions and local government planning departments.

Receives and reviews environmental impact documents to determine the project's impact on air quality.

Responds to inquiries from local officials, consultants, and the public related to environmental planning issues.

Prepares non-attainment area plans relating to assigned work.

Consults with District engineers and technical staff relative to environmental quality documents and permit applications.

Prepares, reviews and edits environmental impact assessment documents as Lead Agency in accordance with relevant guidelines.

Interfaces with local, state and federal environmental control agencies and health departments regarding environmental planning issues.

Proposes study approaches, designs materials and monitors programs to ensure compliance with various environmental legislation and regulations.

Assists in development of guidelines for assessing environmental impact of development projects and urban growth plans.

Prepares and/or reviews environmental reports to ensure compliance with federal and state regulations and legislation.

Administers and interprets District requirements; recommends alternatives or improvements to proposed plans to enhance compliance.

Assists in developing and implementing transportation control measures.

Plans and conducts assigned research studies and prepares reports and recommendations regarding transportation/air quality programs.

Monitors compliance of city and county general plans with air quality district regulations and policies.

Minimum Qualifications

Education & Experience

A typical way to obtain the knowledge and skills is:

Environmental Planner I: Equivalent to graduation from an accredited college or university with a graduate degree in regional, urban or environmental planning or a closely related field and one year of professional planning experience.

Environmental Planner II: In addition to the above, one year of professional environmental review and planning experience.

Desirable Qualifications

Experience with data collection and documentation, advanced excel skills or database management, and ArcGIS or other mapping platforms.

Cultural competence and sensitivity of how to work with diverse community members.

Ability to listen and understand with humility and empathy.

Understanding of structural and institutional racial inequities and environmental injustices causes and solutions.

Awareness of interpersonal skills necessary to effectively work in a team setting.

Bilingual proficiency in one or more languages commonly spoken in the San Francisco Bay Area.

Other Requirements

Must be willing to attend meetings outside of regular working hours.

Benefits

LTCEs are eligible to receive a generous benefits package, including Medical, Dental & Vision Options, Life Insurance, CalPERS Retirement Plan, Floating Holiday Leave, 14 Paid Holidays, Flexible Work Schedule/Remote Options, Transit Subsidy, Educational Reimbursement, and more.

Please see a full list of benefits here: <https://www.baaqmd.gov/about-the-air-district/job-opportunities/benefits-resources>

How to Apply & Selection Criteria**How to Apply**

Interested individuals must submit a completed Air District application package and responses to the supplemental questionnaire by **5:00 p.m. on Tuesday, April 30, 2024**. Resumes are encouraged, but not mandatory, and will not be accepted in lieu of the required application materials. Applications are accepted online; please visit our website at www.baaqmd.gov/jobs to apply. Postmarks, faxes, and e-mailed applications will not be accepted.

Except as requested in this announcement, do not include any additional documents, such as letters of recommendation, performance evaluations, work samples, etc. They will not be considered.

Supplemental Questions Instructions

Individuals who apply for this position must respond to each of the required supplemental questions. Applications must be received by the Human Resources Office no later than the time and date specified in this vacancy announcement. The responses to the supplemental application questions will be used in accordance with the procedures indicated under the

Selection Criteria section.

Please limit your responses to 250 words per question. Do not combine your responses or reference your application, resume, or any other requested documentation that you have included with your application packet to answer a question. This information will be evaluated as is and may be used to determine those applicants with the most directly related experience, education, and training to continue in the selection process. It is very important to provide a concise, clear, legible, complete response to each question.

Selection Criteria

Selection may be based upon a competitive examination consisting of a written exercise, interview, or combination of the two. Depending on the number of qualified applicants, an application screening and/or panel interview may be used to determine the most qualified applicants.

The District may hire from this recruitment process to fill future vacancies occurring within the next 18 months.

Persons with disabilities who may require reasonable accommodations during the application and/or selection process should notify the Human Resources Office at (415) 749-4980.

The District is an Equal Opportunity Employer that is committed to diversity and inclusion in the workplace. We prohibit discrimination and harassment of any kind based on race, color, sex, religion, sexual orientation, national origin, disability, genetic information, pregnancy, or any other protected characteristic as outlined by federal, state, or local laws.

Agency

Bay Area Air Quality Management District

Address

375 Beale Street Suite 600

San Francisco, California, 94105

Phone

415-749-4980

Website

<http://www.baaqmd.gov>

Environmental Planner I/II Supplemental Questionnaire

***QUESTION 1**

Describe your education, training, and lived experience that qualifies you for this position. Please include experience and coursework specifically applicable to this position.

* Required Question