



Chugach Electric Association, Inc.
Position Description

Manager, Environmental Compliance

Summary

Manage regulatory compliance with federal, state, and local regulations including, but not limited to, 4 Title V air permitted facilities, waste, and water programs.

Responsible for multiple facilities, substations, and other locations to ensure compliance with CAA, CWA, ADEC, RCRA, EPCRA, SWPPP, NPDES, SPCC, TSCA, SWA, and drinking and wastewater standards.

Essential Functions

- A. Manage Title V air compliance for four facilities: This includes the management, development and implementation of the air permits and renewals; required compliance testing, and all associated reporting. Oversee all environmental inspections from regulatory agencies and third parties.
- B. Develop and maintain Chugach's environmental programs, procedures, policies, and projects to ensure compliance with federal, state, and local environmental standards.
- C. Oversee environmental permits and plans for Chugach facilities, substations, and personnel including SPCC Plans, SWPPP, Title V Air Quality Control Permits, NPDES permits, solid waste disposal/landfill permits, and public drinking water systems/domestic wastewater permits. Review plans to ensure they are maintained in compliance with environmental regulations.
- D. Responsible for all environmental regulatory functions, including meetings, facility inspections, official compliance inquiries, public hearings, and permit negotiations.
- E. Oversee all environmental requirements necessary for programs, projects, and policies to ensure compliance with federal, state, and local standards.
- F. Provide technical review, coordinate legal review, and provide written and oral comments on proposed regulations to regulatory agencies.
- G. Respond to environmental releases, determine correct approach for handling, transport, and disposal of hazardous materials. Determine root cause of releases, develop preventative measures to avoid future occurrences, and ensure appropriate compliance documentation is submitted.
- H. Manage environmental permit applications, studies, site investigations, project documents, reports, and certification statements with regulatory agencies for Chugach projects.
- I. Identify team's action plans and individual work plans in accordance with department and company objectives. Direct work and evaluate employee's performance per department's performance objectives and expectations.
- J. Oversee the environmental training and development of all company staff to include identifying training needs/plans, allocating direct and indirect resources to allow for training opportunities, and evaluating benefit of training for future investment and needs.
- K. Manage employee schedules by effectively allocating resources, approving leave and absences, delegating work, and special project assignments, etc.

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FLSA Classification: Exempt	Bargaining Group: N/A	Salary Grade: 13	Job Code: 5565	Effective: May 2023



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L. Perform other duties as assigned.

Relationships

Internal

- VP, Administrative Services: Reports to, receives direction from and provides progress reports to.
- Managers, Facilities and Safety: Work in cooperation with to effectively manage resources.
- Division Managers and Project Managers: Interface with and provide environmental support to.

External

- Bargaining Unit Representatives
- Federal, State, and Local Government Agency Personnel: Designated responsible official for Chugach.
- Private Organizations: Serve as representative for Chugach with special interest groups addressing environmental matters.
- Contractors: Serve as project manager and/or field supervisor for environmental contractors completing environmental work.

Competencies

- Thorough understanding of OSHA, DOT, and Federal, State, and Local environmental regulatory compliance laws, regulations, policies, and statues.
- Thorough knowledge of environmental best practices.
- Thorough knowledge in permit application and approval procedures, air and water quality monitoring, hazardous material handling, transporting, storage, sampling, testing, and disposal.
- Knowledge of the interrelationships between agencies and the legislative process.
- Demonstrated ability to manage staff and contractors, coordinate with regulatory agencies, and resolve conflict across multiple projects and divisions.
- Must have knowledge and experience of budget preparation and management.
- Excellent verbal and written communications skills.
- Strong focus and attention to detail.
- Excellent leadership and facilitation skills.

Supervisory Responsibility

This position does have the supervisory responsibility for the Environmental Technician.

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Work Environment

Work is performed in a standard office environment. Some irregular hours and working conditions, including weekends and fieldwork are to be expected. Some road and light aircraft travel in inclement weather is involved. Occasional exposure to hazardous noise is possible.

Signatures

Reviewed and Approved by:

Josh Travis

06/09/2023

Date _____

VP, Administrative Services

Katie Millen

06/09/2023

Date _____

VP, Human Resources

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Environmental Specialist

Minimum Qualifications and Experience

Education

Bachelor's degree or Equivalent is required, preferably in environmental, physical, biological, or natural science, or environmental engineering. Master's Degree Preferred.

Experience

Seven (7) years of progressive work experience in the environmental field in the following areas: air quality, water quality, hazardous materials handling, solid waste, hazardous waste disposal, PCB compliance, and environmental analysis preparation, five (5) years of which are required to be performing Title V air compliance. Experience working in a union environment preferred.

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