**WEST VIRGINIA MILITARY AUTHORITY**
**OFFICE OF THE ADJUTANT GENERAL**
**1703 COONSKIN DRIVE**
**CHARLESTON, WV 25311-1085**

**POSITION VACANCY ANNOUNCEMENT**
ANNOUNCEMENT NUMBER: WVMA121001

OPENING DATE: 5 Oct 2011 CLOSING DATE: 21 Oct 2011

**LOCATION:** WV National Guard Army Training Site, Camp Dawson, Training Site Environmental Office, Building 414, 1001 Army Road, Kingwood, WV 26537

**JOB TITLE:** MA Environmental Specialist 2

**AGENCY OFFICE TITLE:** Training Site Environmental Compliance Specialist

**SALARY RANGE:** MA Environmental Specialist (MAES) 2 - $39,684 - $59,520

**How to Apply:** Anyone interested in applying for this position must submit a **completed WV Military Authority Application for Employment *and* Resume** to WV Military Authority, ATTN: Gary Blackhurst, 1707 Coonskin Drive, Charleston, WV 25311-1085; Phone: (304) 561-6445.

*Applications may be obtained from the West Virginia Military Authority, 1703 Coonskin Drive, Charleston, WV 24311-1085, Phone: (304) 561-6304.*

## NATURE AND SCOPE OF WORK

Under general supervision of the Training Site Environmental Manager and in coordination with the Deputy Program Manager, performs complex professional environmental protection work in the area of environmental compliance. Responsibility is held for ensuring assigned regional facilities and Camp Dawson programs, units, activities and operations comply with applicable Federal, State and local environmental laws, regulations and policies. Existing compliance areas include Clean Air Act; Clean Water Act; Oil Pollution Act; Resource Conservation and Recovery Act (RCCA); Community Right to Know Act; Toxic Substances Control Act: National Environmental Policy Act (NEPA); WV Groundwater Protection Act; WV Hazardous Waste Program; WV National Pollution Discharge Elimination System (NPDES) Program, among others. Incumbent may also assist with and support the Camp Dawson National Resources and allied programs as necessary. These include the Army Training Site Geographical Information System (GIS) Program; the WVARNG Integrated Natural Resources Management Plan (INRMP); WVARNG Integrated Pest Management Plan, various stewardship tasks, scientific data collection, data entry and report writing. Work is performed with some independence and is generally supervised for quality and efficiency. Performs other work as assigned.

The position is located at the Army Training Site Camp Dawson Environmental Office near Kingwood, West Virginia, approximately ½ hour southeast of Morgantown. Work will be generally performed at the Training Site and related training land, areas and facilities and at assigned regional facilities. Must possess a WV Driver's License and reliable transportation. Travel throughout the Army Training Site, to other WVARNG facilities statewide and to Charleston Headquarters required; occasional overnight in-state and out-of-state travel required. The Agency may furnish a government owned vehicle for work-related travel, dependent on availability. The incumbent may be required to perform some work travel using a rental or personally owned vehicle with the Agency reimbursing expenses in accordance with established policies.

Outdoor physical activity requirements may include, but are not limited to: collecting water and/or soil samples, hazardous and non-hazardous waste sampling, hazardous material handling, pesticide/herbicide handling and application, prescribed burning operations, GPS data collection, and visiting construction sites. Must be able to move by foot in steep, rugged and forested terrain in all types of weather. Some tasks require wearing of protective clothing and equipment according to the hazards present. Presence may be required at sites where the soil, surface water, groundwater, and/or air may be contaminated, necessitating use of judgement regarding personal exposure to contaminants. Operation of power equipment and tools may be required in some programs, to include Bob-Cat, Tool-Cat, UTVs/ATVs, large farm equipment, chain saws, brush cutters, saws, drills, pumps and similar equipment. Workweek consists of five (5) days, eight (8) hours per day. Employee may be required to work adjusted schedule according to Agency needs and requirements.

**ILLUSTRATIVE EXAMPLES OF WORK**

Monitors construction sites, training areas, maintenance and repair projects, and other activities for environmental compliance in accordance with applicable laws, regulations and policies.

Monitors permitted outfalls and discharges to streams and bodies of water for compliance with established permit standards and limitations.

Conducts technical assistance visits to visiting and stationed units, activities, Training Site Departments on and around Camp Dawson and assigned regional facilities to conduct environmental training, such as environmental awareness and stewardship, EMS awareness, spill response, permit conditions and responsibilities, among others.

Conducts environmental performance assessments of visiting and stationed units, activities, Training Site Departments on and around Camp Dawson and assigned regional facilities to assess environmental compliance with established standards of performance under the National Guard Bureau's Environmental Performance Assessment System (EPAS) program.

Coordinates with the Training Site Environmental Manager and Deputy Program Manager or other environmental staff in the preparation of compliance reports, NEPA documents, discharge monitoring reports (DMRs), equipment operating reports, among others; may be responsible for proofreading technical documents and documenting activities using still camera, video camera and GPS.

Responds to written and telephone inquiries concerning environmental compliance programs at Camp Dawson and assigned regional facilities.

Compiles data and prepares reports in various environmental databases, such as Environmental Quality (AEDB-EQ), Compliance Clean-up (CC), Status Tool for the Environmental Program (STEP), Installation Status Report (ISR), Environmental Management Information System (EMIS), Web-based Compliance Assessment and Sustainment System (WEBCASS), Web Application System for Turn-in Execution (WASTE) and other systems in order to report to higher HQs.

Interprets environmental compliance regulations, policies and procedures to military personnel, co-workers, engineers, contractors and other personnel; provides direction to contractors on environmental compliance requirements.

Participates in meetings with local public officials, Federal and State environmental officials, private environmental groups and the public related to environmental compliance and environmental programs in general.

## REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of applicable Federal and State environmental protection laws, regulations and ordinances; of the biological, chemical, natural and physical sciences relating to environmental resources management; of the practices and techniques of environmental compliance data collection and analysis; of the equipment and techniques used in environmental sampling; and of the various environmental resources data reporting systems.

Ability to conduct environmental compliance inspections of training areas, construction sites and maintenance and repair projects; to effectively collect and analyze biological chemical data; to properly interpret environmental management for a variety of audiences; to present ideas effective, orally and in writing; to interact effectively with military personnel, public officials, environmental groups and the general public.

## MINIMUM QUALIFICATIONS

**EDUCATION:** Bachelor's degree from an accredited four-year college or university with a major in environmental studies, biology, chemistry, physical sciences, geography, geology, natural sciences, engineering, economics, archeology or planning.

**EXPERIENCE:** Two (2) years of full-time or equivalent part-time paid professional experience in the acquisition, preservation, protection and enhancement of environmental/natural resources, environmental protection or in an area related to environmental impact.

**SUBSTITUTION:** Master's degree from an accredited four-year college or university in the above areas or related area may substitute for **one (1) year** of the required experience.

## SPECIAL REQUIREMENTS

1. Position is contingent upon the receipt of continued Department of Defense funding.
2. This position falls under the West Virginia Public Employees Retirement System (PERS). Members of the Teachers Retirement System or Teachers Defined Contribution (TDC) may contact the West Virginia Consolidated Public Retirement Board, Capitol Complex, Building 5, Suite 1000, Charleston, WV 25305. Phone (304) 558-3570. The rule on transfer of retirement contributions depends on the applicant's current employment status.
3. CONSIDERATION WILL BE GIVEN TO ALL QUALIFIED APPLICANTS WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, POLITICS, AGE, MEMBERSHIP OR NON-MEMBERSHIP IN AN EMPLOYEE ORGANIZATION.
4. STATE POSITIONS ANNOUNCED BY THE WV MILITARY AUTHORITY ARE **AT-WILL EMPLOYMENT POSITIONS.** THE TERM AT-WILL MEANS THE EMPLOYEE MAY BE TERMINATED AT ANY TIME WITHOUT CAUSE.
5. Must be able to obtain and maintain a security clearance.

JAMES A. HOYER
Major General, WVARNG
The Adjutant General