



The Air Pollution Control District of the County of San Diego invites your interest
for the Executive Management position of:

ASSISTANT DIRECTOR, AIR POLLUTION CONTROL



The Air Pollution Control District (APCD) of the County of San Diego strives to protect the public from the harmful effects of air pollution, achieve and maintain air quality standards, foster community involvement and develop and implement cost-effective programs meeting state and federal mandates, considering environmental and economic impacts. The District is staffed with 146 permanent employees and has an annual operating budget of \$42 million. For additional information on the Air Pollution Control District of the County of San Diego, please click [here](#).

The District is seeking a highly motivated, experienced, and dynamic leader to fill a vacancy for Assistant Director, Air Pollution Control. The future incumbent will report to the Air Pollution Control Officer and will be responsible for planning and directing the management and operations of the county-wide air pollution control program.

The duties of this position include, but are not limited to, the following:

- ◆ Directs and/or coordinates the work of professional/technical staff performing specialized or complex work in planning, organizing, analyzing, and implementing air pollution control activities
- ◆ Assists in intergovernmental coordination of pollution control functions with City, County, State, and Federal agencies
- ◆ Coordinates activities with private industry, as well as with public and private groups
- ◆ Initiates, develops, and recommends budgets
- ◆ Actively participates in and oversees the development of permit fees
- ◆ Works on implementation plans, contracts, reports, and other materials related to pollution control activities
- ◆ Coordinates and directs the activities of departmental units
- ◆ Actively participates in and oversees process improvement activities
- ◆ Conducts special assignments for the Director
- ◆ Acts for the Director when required.

IDEAL CANDIDATE PROFILE

The ideal candidate will possess a thorough knowledge of air pollution control principles, concepts, methods, and techniques; evaluation methodologies, techniques, and procedures applicable to air pollution control, including regional and local air quality impact and strategy evaluation; federal and State of California programs, guidelines, and regulations regarding air quality monitoring, planning, and air pollution control; techniques and principles of communications, interpersonal relations, and customer service to confer with and deal effectively with employees, business representatives, public agencies, citizen groups, and the general public; and management principles, concepts, practices, and techniques.

The ideal candidate will also possess the following leadership core competencies:

- Stimulates and actively initiates change in organization, and maintains a global perspective in all activities and decisions
- Demonstrates motivation to perform beyond the requirements for the position
- Sets and achieves challenging goals for self, District, division, and units
- Commits self and others to improve performance and reach challenging goals
- Persists over time in the face of obstacles; tenacious
- Carefully adapts message to others
- Relates to a wide range of styles and personalities
- Demonstrates strong teamwork and collaboration skills
- Anticipates future consequences and trends accurately; applies knowledge appropriately
- Integrates data from many sources before drawing conclusions and taking action
- Understands multiple perspectives when building consensus and setting agendas and goals
- Holds others accountable, sets high standards, makes self available to others, and takes a personal interest in developing staff
- Builds and supports mutually beneficial relationships with other organizations, associations, and community contacts
- Looks beyond District boundaries when making decisions.

MINIMUM QUALIFICATIONS

Qualifying candidates will possess a bachelor's degree or higher from an accredited U.S. college or university, or a certified foreign studies equivalency in chemistry, environmental, mechanical, or chemical engineering, or a closely related field; AND; five years of experience in air pollution control or air resources management requiring the application of current evaluation methodologies to regional and local air quality program analysis, and the evaluation and implementation of emission control tactics and strategies. Two of the five years of the experience requirement must have included management responsibility for achieving program results through subordinate levels of supervision.

COMPENSATION

The anticipated hiring range is between \$115,000 to \$125,000, depending upon qualifications.

RELOCATION ALLOWANCE

The selected candidate may be eligible to receive reimbursement for qualified relocation expenses in accordance with County of San Diego, Department of Human Resources Policy 804.

APPLICATION AND SELECTION PROCESS

Interested applicants should complete an employment application which can be accessed on-line at the County of San Diego's website located at: <http://www.sdcounty.ca.gov/hr>.

This recruitment will remain open until a sufficient number of applications and résumés have been received.

In addition to completing the application, please attach your résumé at Step 1 of the application process. Résumés should include academic degrees held and dates conferred; employment history including positions held, employer(s) and industry/industries, key duties and responsibilities, reporting structure, and job titles and number of staff managed. Please also include a salary history.

SPECIAL NOTES

Persons serving in positions in the unclassified service do not accrue tenure and serve at the pleasure of the appointing authority. The provisions of this job announcement may be modified or revoked and do not constitute an expressed or implied contract.

Reasonable accommodation may be made to enable an individual with qualified disabilities to perform the essential functions of a job, on a case-by-case basis.

CONTACT INFORMATION

For questions about the application process, please contact Aaron Morgan, Human Resources Analyst, via email at: Aaron.Morgan@sdcounty.ca.gov. For questions regarding the position, please contact Brad Rankin, Group Human Resources Director, via email at: Brad.Rankin@sdcounty.ca.gov. Résumés will be screened to assess each applicant's qualifications and finalists will be invited to participate in an executive level interview.