

## DODGE COUNTY JOB POSTING: Environmental Program Manager

We consider all applicants regardless of race, color, religion, creed, gender, sexual orientation, national origin, age, disability, marital status, or any other legally protected status.



**POSITION TITLE:** Environmental Program Manager

**DATE OF CLOSING:** Open Until Filled – Initial Application Review January 6, 2025

**ACCOUNTABLE TO:** Environmental Services Director

**HOURS:** Typically 8:00 AM to 4:30 PM, Monday thru Friday. Occasionally, work hours will include early morning, evenings and Saturdays.

**JOB PURPOSE:** Coordinate Department program technical services including water testing, zoning inspections, and solid waste inspections along with associated reporting. Provide technical and program assistance to feedlot producers. Also, assist Department with program development and implementation, grant applications, mapping, website development, and public education.

**PAY RANGE:** \$25.77 - \$34.28

### PRIMARY DUTIES AND RESPONSIBILITIES:

1. Assist in the fieldwork, inspections, and preparation of detailed reports in the areas of land use zoning, solid waste, septic systems, wetlands, and water quality. Investigate potential violations of county ordinance and prepare detailed findings. Assist with compliance plans. Collect water samples, interpret results and report findings to customer.
2. Serve as the County Feedlot Assistant. Complete on-farm assessments.
3. Assist in the development and coordination of programs to implement the County's Comprehensive Water Management Plan, Comprehensive Land Use Plan, and Solid Waste Management Plan. Duties may include coordination, reporting, public education, and general administrative tasks. Coordinate and present related educational reports, articles, news releases & services.
4. Develop maps, edit layers, and maintain databases including, but not limited to those pertaining to, wells, septic, structures, land uses, pollutant source inventories, and water quality.

**JOB REQUIREMENTS:** Exercise independent judgment in developing work methods and operating procedures to implement departmental activities. Ability to deal tactfully and efficiently with all levels of management and the general public. Good communication skills. Please see full job description.

**MINIMUM QUALIFICATIONS:** High School Diploma. Associate's Degree and two years of experience and or equal and equivalent combination of education and experience. Valid driver's license.

**PHYSICAL REQUIREMENTS:** Work is medium to heavy, involving lifting and carrying objects weighing over fifty (50) pounds. Manual dexterity and motor coordination are required for the variety of jobs performed. Work will be dirty and hazardous at times. Work in adverse weather conditions and uneven terrain.

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**FOR FURTHER INFORMATION CONCERNING THIS POSITION, PLEASE CONTACT:  
DODGE COUNTY EMPLOYEE RELATIONS (507) 635-6239**

[www.co.dodge.mn.us](http://www.co.dodge.mn.us)