

Position Announcement

The New Hampshire Department of Environmental Services touches the lives of thousands of individuals, employees, volunteers and businesses every day. We are currently undertaking a search for candidates for the position of Assistant Commissioner. This position shares accountability with the Commissioner and other members of the Senior Leadership Team for the successful development and execution of the Department's strategic objectives. The position has wide latitude for the exercise of actions and decisions through the planning administration and evaluation of policies, programs, services and activities. Resumes and confidential inquiries should be to Pamela Sopczyk, HR Administrator, at Pamela.Sopczyk@des.nh.gov. The position will remain open until filled, however expression of interest and submission of resume is encouraged by January 8, 2021.

Summary: The Assistant Commissioner shall have overall responsibility for all planning functions of the department and shall perform such other duties as the Commissioner may assign. Provides the necessary oversight and leadership so that objectives are effectively delivered, and develops and advocates for public policy and regulatory objectives that achieve the Department's mission of protecting and restoring the state's environment and public health.

Accountabilities:

- Executes a broad range of essential functions to ensure that the Department's day-to-day objectives as well as its long-term strategic objectives and plans are achieved.
- Engage staff, state and municipal officials, citizens, and stakeholders in identifying, prioritizing, and implementing essential environmental initiatives and programs.
- Execute primary leadership role in determining requirements and obstacles to be overcome so that outcomes are of exceptional quality and completed on time and within budget.
- Develop and maintain performance metrics. Support a culture and framework of rapid response and continuous improvement.
- Build and maintain relationships between and among NHDES, regulated community leaders, environmental organizations and other stakeholders, creating and supporting strategic alliances and innovative programming. Takes action to ensure the fiscal sustainability of essential services.
- Share accountability with other members of the NHDES Senior Leadership Team for maintaining a strong ethical culture built on integrity, transparency and science.
- Advance the department's public policy and regulatory objectives through public engagement, effective communication and advocacy.

Qualifications:

Education: A Master's Degree in business administration, public policy, civil, geotechnical or environmental engineering, geology, hydrogeology or a related discipline.

Experience: Five years of management responsibilities concerning government program administration, program planning and evaluation, environmental management or closely related experience.

Special Qualification:

- Demonstrated ability administering complex organizations inclusive of personnel, goal attainment and stakeholder satisfaction. 10 or more years of significant related work experience is strongly preferred.
- Knowledge of highly complex regulatory and business procedures and strategies, especially within the specified areas of responsibility. Familiarity with current state and federal environmental standards and new proposed standards.
- Experience with the successful execution of strategic planning and development on a large scale. Ability to effectively interact with stake holders and governmental figures at the highest levels.
- Technical experience with the principles of Lean and continuous process improvement.
- Excellent oral, written and interpersonal communication skills. Ability to take complicated technical concepts and translate to a general audience in a compelling, succinct manner.
- Excellent skills in negotiations and guiding diverse groups of people, providing vision and solutions and leading groups to understanding and consensus.
- Ability to motivate others to perform at a high level.
- Proven collaborative leadership skills.

Appointment Requirement: The successful candidate must be approved by the Governor and Executive Council, and will serve the remainder of the current four-year term which expires in January 2023, after which reappointment to subsequent 4 year terms are possible. This is an unclassified Grade II appointed position, with the salary range of \$89,347 to \$124,579.