

CITY OF DALLAS, TX
INVITES YOUR INTEREST IN THE POSITION OF
**MANAGING DIRECTOR OF
OFFICE OF ENVIRONMENTAL QUALITY**

THE COMMUNITY

The City of Dallas, Texas is the third-largest city in the state of Texas and the ninth-largest in the United States. Almost twenty percent of the population of Texas lives in the Dallas Fort-Worth Metroplex, which is the largest metropolitan area in the South and the third-largest in the United States. Divided between Collin, Dallas, Denton, Kaufman, and Rockwall counties, the city had a population of approximately 1.24 million in 2015, with a surrounding metropolitan population of approximately 6.3 million.

Dallas was founded in 1841 and was formally incorporated as a city in February 1856. The city's economy is primarily based on banking, commerce, telecommunications, computer technology, energy, healthcare, medical research, transportation and logistics. Dallas is home to the third largest concentration of Fortune 500 companies in the nation. The city's prominence arose from its historical importance as a center for the oil and cotton industries, and its position along numerous railroad lines. With the advent of the interstate highway system in the 1950s and 1960s, Dallas became an east/west and north/south focal point of the interstate system with the convergence of four major interstate highways in the city, along with a fifth interstate loop around the city. Dallas developed a strong industrial and financial sector, and a major inland port, due largely to the presence of Dallas/Fort Worth International Airport, one of the largest and busiest airports in the world. The City is also home to Dallas Love Field Airport located just 6 miles northwest of downtown and is the headquarters to Southwest Airlines. In recent rankings, Dallas was rated as an Alpha-world city by the Globalization and World Cities Study Group & Network and is the only city in the South Central and Southwest regions to achieve that status. Dallas is also ranked 14th in world rankings of GDP by the Organization for Economic Cooperation and Development and is the largest economic center of the 12-county Dallas-Fort Worth-Arlington metro area which had a 2010 gross metropolitan product of \$374 billion.

The City of Dallas has more than 300 public and almost 90 private primary and secondary schools. In addition, the region is home to more than 35 higher education institutions including the University of Texas Southwestern Medical School, Southern Methodist University, University of Texas at Dallas, Texas Christian University, and the University of Texas at Arlington. For the sports enthusiast,



the region offers a wide variety of sporting events including the Dallas Cowboys (NFL); the Texas Rangers (MLB); the Dallas Mavericks (NBA); the Dallas Diamonds (IWFL); the Dallas Stars (NHL); the Dallas Vigilantes (AFL); FC Dallas (MLS); Mesquite Championship ProRodeo; and NASCAR events at the Texas Motor Speedway. In addition, the area offers world-class entertainment, art, shopping, dining, cultural and recreational opportunities.

THE ORGANIZATION

The City of Dallas has a Council-Manager form of government. Under this form of government, the elected City Council sets policies for the operations of the City. The City Council consists of the Mayor and 14 Council members serving as representatives to the 14 Council Districts. The administrative responsibility of the City rests with the City Manager, who has one First Assistant City Manager and five Assistant City Managers; the Chief Financial Officer also reports directly to the City Manager. Dallas is a full-service city comprising two dozen departments, including its own Police, Fire-Rescue, and municipal court services. The City Manager oversees all departments and functions of the City with the exception of City Attorney, City Secretary, City Auditor, and Judiciary, each of whom report directly to the City Council. In addition, the Parks Department does not report directly to the City Manager but rather has its own board that is appointed by the City Council. Dallas has a total proposed FY 2015/2016 operating budget of \$2.39 billion and capital budget of \$694 million. The City currently employs a staff of over 12,000 full-time employees. The City of Dallas' mission is to "enhance the vitality and quality of life for all in the Dallas community". This mission serves as the foundation for the City's five Key Focus Areas: Public Safety; Economic Vibrancy; Clean, Healthy Environment; Culture, Arts, Recreation & Education; and E-Gov (Efficient, Effective and Economical Government).

THE DEPARTMENT

The Office of Environmental Quality is committed to protecting and improving the environment by leading and guiding the City of Dallas in its efforts on environmental compliance, pollution prevention and continual improvement. OEQ assists City departments in reducing the impacts of their operations, conducting

compliance audits to avoid regulatory penalties, and providing training to both City employees and citizens on pollution prevention methods. The Environmental Management System (EMS) saves money by promoting regulatory compliance, reducing pollution at its source, and increasing operations efficiency. The City's Sustainability Plan includes goals from the EMS and the City's Strategic Plan.

The OEQ Department is committed to a clean, safe, and healthy environment for the citizens of Dallas and surrounding areas. As such, the Department exercises environmental stewardship in dealing with employees, other governments, citizens, City contractors, businesses and others in the community for the world today, as well as for future generations. Caring for the environment is one of the City's core values, and this is demonstrated by ensuring City activities are in harmony with nature.

The City's commitment is evidenced by:

- Implementation of programs and procedures with an intent to meet or exceed all applicable environmental laws and regulations.
- Continual improvement of the City's environmental performance through proactive environmental management and self-assessments and/or third-party assessments.
- Prevention of pollution at its source through implementation of best management practices and resource conservation measures to reuse, reclaim, and recycle materials we generate.
- Utilization of Environmental Management Systems (EMS), as appropriate for the City's operations, to provide a framework for systematically reviewing and reducing its environmental footprint.
- Employees abiding by all environmental regulations and demonstrate environmental compliance in daily work practices.
- Educating City employees on Dallas' environmental policies and motivating and encouraging employees to practice environmental stewardship by raising awareness and sensitivity to environmental issues through City policies, regulations, training, and interactive dialogue.
- Outreach to the citizens and businesses of the community through communication of policies and education on the importance of environmental stewardship for clean air and water and sustainable development for the City of Dallas.

The Office of Environmental Quality maintains three programs: Texas Emission Reduction Program (TERP), AirCheckTexas Repair and Replacement Assistance Program, and Emissions Reduction Strategies for the Private Sector.

THE POSITION

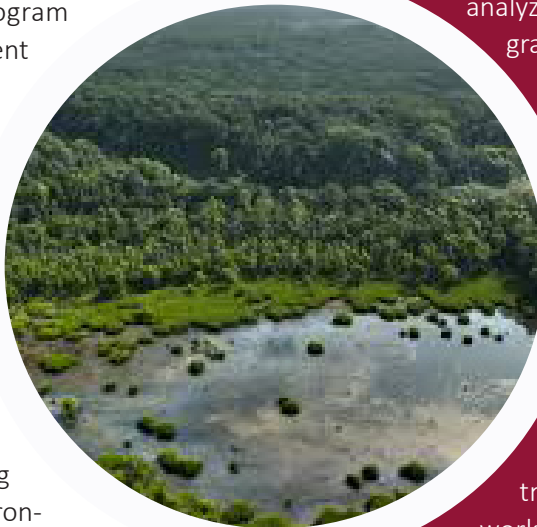
The Managing Director for the Office of Environmental Quality is appointed by the City Manager, serves under the direction of the Assistant City Manager, and is responsible for managing the OEQ department with 24 FTE's and a FY2015 operating budget of \$2.2 million. Responsibilities of the Managing Director include managing the various environmental regulatory programs of the City and monitoring

compliance with applicable environmental laws and regulations including the Clean Water Act, the Clean Air Act, the Resource Conservation and Recovery Act, and the Toxic Substance Control Act. The OEQ is responsible for implementing and overseeing the City's Environmental Management System (ISO 14001), coordinating the implementation of the City's sustainability plan, conducting public outreach on environmental issues, developing and carrying out education and training for employees, and providing assistance and support to other City departments on environmental issues.

The Managing Director will have strong technical abilities including an understanding of regulatory guidelines related to environmental compliance. He/she will have substantial interaction with the City Council, City Manager's Office, and citizens, serving as an advisor to the Council and Departments to provide information and options to address environmental concerns. The ideal candidate must be politically astute and diplomatic with the ability to develop relationships and credibility with a variety of stakeholders. A proactive leader who will be an advocate of environmental quality and sustainability, who can analyze and expand current programs, policies and procedures,

and who can create a departmental culture that is cohesive and supportive of all Departments city-wide is needed.

Candidates should have extensive knowledge of environmental science and regulations, strong leadership and interpersonal skills, and a proven track record for effectively working with state and federal



agencies, community groups, city departments and the media. Candidates should have a Bachelor's degree in a science-related field such as Environmental Engineering, Environmental Science, or Biology and at least six years of experience in managing environmental compliance programs. A Master's degree in Environmental Science or Public Administration is desirable.

THE COMPENSATION

The salary range is \$88,006-\$148,154 annually. The starting salary will be based upon the knowledge and experience of the individual selected. The City offers an excellent benefits package. For additional information on benefits, please visit: www.dallascityhall.com/human_resources/benefits_employees.html.



TO APPLY

If interested in this outstanding opportunity, please visit our website at www.srnsearch.com to apply online. Position is open until filled. Resumes will be screened according to the qualifications outlined above. Screening interviews with the most qualified applicants will be conducted by S. Renée Narloch & Associates in order to determine a select group of finalist candidates who will be asked to provide references; references will be contacted only following candidate consent. Final interviews will be with the City of Dallas. Candidates will be advised of the status of the recruitment following the selection of the Managing Director of Office of Environmental Quality. Questions regarding this recruitment may be directed to:

Ms. S. Renée Narloch, President
S. Renée Narloch & Associates
info@srnsearch.com | 850.391.0000

The City of Dallas is an Equal Opportunity Employer; women and minorities are encouraged to apply.

**PURSUANT TO TEXAS OPEN RECORDS LAWS,
APPLICATIONS AND RESUMES MAY BE SUBJECT
TO PUBLIC DISCLOSURE.**



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