



Creative Regional Solutions Since 1968

Western Piedmont Council of Governments Environmental Health Program Specialist – OSWP

The Western Piedmont Council of Governments (WPCOG) is currently seeking an energetic, self-motivated and detail oriented candidate for **(1)** position of **Environmental Health Program Specialist – On-Site Water Protection (OSWP)**. The WPCOG is an innovative and forward-thinking organization dedicated to addressing planning issues for the region. Situated in the beautiful rolling hills and mountains of Western North Carolina, with ample opportunities for recreation, shopping and dining abounding in the region, the area is an ideal place to call home. The region contains great natural resources from the slopes of Grandfather Mountain to five major lakes along the Catawba River. The region contains a population of about 365,000 in Alexander, Burke, Caldwell and Catawba counties.

THE ORGANIZATION:

WPCOG is a regional governmental agency owned by the 28 local governments in the region and was organized in 1968 to provide long-range planning, technical assistance and regional delivery of services. Our organization is one of 16 regional councils in North Carolina formed under NC General Statutes 160A 470-478. Local governments eligible for WPCOG membership include Alexander, Burke, Caldwell and Catawba Counties located in Western NC and the 24 cities and towns within those counties.

WPCOG is organized into eight departments including: Administration; Finance; Workforce Development; Community and Economic Development; Community and Regional Planning; Regional Housing Authority; Area Agency on Aging; and IT/Facilities.

COMMUNITY & REGIONAL PLANNING DEPARTMENT:

The WPCOG Community & Regional Planning Department engages in various types of planning services for local governments and other partners in the Western Piedmont. Those services are organized into six divisions:

- Community & Regional Planning
- Transportation Planning (d/b/a Greater Hickory MPO)
- Regional Data Center / GIS
- Natural Resources
- Environmental Health
- Code Compliance & ADA

The department consists of sixteen (16) full-time positions providing a comprehensive set of services. The WPCOG is adding seven additional positions for the administration of the environmental health program for Caldwell County.

Western Piedmont Council of Governments
P.O. Box 9026, Hickory, NC 28603
www.wpcog.org

POSITION DESCRIPTION:

The **Environmental Health Program Specialist - OSWP** is responsible for administering one of the key program areas of Environmental Health. This is advanced professional environmental health work in coordinating the on-site water protection program and in promoting public health through developing and implementing programs of education, surveillance, consultation, inspection and enforcement of State and local environmental health laws and regulations. The employee provides expertise in the assigned program area and is responsible for seeing that their program meets all standards required by the State. The employee spends a majority of their time in direct service provision.

- Observes technique and assures proper procedure is maintained by accompanying staff for on-site water protection activities. Has primary responsibility for training new employees in the on-site water protection program area. Reviews records as necessary.
- Evaluates soils of individual lots and proposed subdivisions for suitability to construct ground absorption sewage systems, recommends alternate disposal systems where traditional systems are inappropriate, evaluates systems failures, and consults on program development.

QUALIFICATIONS:

- Thorough knowledge of the mapping and classification criteria applied in the characterization of soils. Thorough knowledge of the physical characteristics of soils and their probable implications regarding waste disposal systems.
- Ability to read and understand construction site plans and blueprints.
- Ability to propose alternate solutions in problem situations that accomplish sanitation objectives and are reasonable from a construction viewpoint.
- Ability to handle with tact, consistency and sound judgement the variety of situations encountered in enforcement.
- Ability to train others.
- Ability to function independently and to exercise sound judgment. Good communication and public speaking skills. Ability to motivate and educate business and property owners as well as consumers.
- Valid NC state driver's license.
- Bachelor of Science degree in soil science, agronomy or a related curriculum with 30 hours of science and satisfactory completion of the North Carolina Centralized Intern Training (CIT) program with two years' experience in soil science and working at the environmental health specialist level, a primary authorization in on-site water protection and at least one other authorization in a program area designated by the Environmental Health Supervisor.

- Registered Environmental Health Specialist with state certification. Fifteen hours of continuing education per year required to maintain certification and practice as a registered environmental health specialist.

SALARY & BENEFITS:

The hiring range for this position is **\$46,325 to \$58,224**. New hires are eligible for up to a 5% increase with the successful completion of probationary period.

- WPCOG is a member of the North Carolina Local Governmental Employees' Retirement System. This entitles vested employees with at least five years of employment to a defined benefit at the time of retirement. Members contribute 6% of gross compensation each month. This is a before-tax deduction. Western Piedmont Council of Governments contributes an actuarially determined percentage of the gross payroll of members each month.
- The Western Piedmont Council of Governments will contribute 4.2% of each employee's salary and match 4%, for a possible total of 8.2%, to either the NC 401k or the NC 457.
- WPCOG pays 100% of an employee's health and vision coverage. The current plan is a high deductible health plan with a Health Savings Account (HSA). Contributions to the HSA are made pre-tax through payroll deduction.
- WPCOG pays 100% of the following premiums:
 - Life Insurance with AD&D - \$100,000
 - Dental Insurance - Employee and Family
 - Short-Term Disability (Weekly Indemnity)
 - Long-Term Disability
- WPCOG provides for the following payroll deduction and retirement options:
 - NC 457 Plan
 - NC 401(k) Plan
 - Additional Voluntary Life Insurance
- WPCOG provides for the following paid leave options:
 - 11 Paid Holidays Per Year
 - Annual Leave earned based on approved years of relevant government service
 - 12 Sick Leave Days Per Year
 - Longevity Pay

APPLICATION PROCESS:

Position open until filled.

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Please submit a cover letter, resume, references and WPCOG application to Director of Administrative Services and Human Resources, Ashley Bolick, at WPCOG, P.O. Box 9026, Hickory, NC 28603. Emailing application materials is acceptable, ashley.bolick@wpcog.org. Questions should be directed to Ashley at (828) 485-4221. Final candidates will be subject to an interview process. The WPCOG is an Equal Opportunity Employer.

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