



WRAP Air Quality Program Manager Job Announcement

WESTAR is seeking a Program Manager to coordinate and staff the Western Regional Air Partnership (WRAP, www.wrapair2.org), a virtual membership organization hosted at WESTAR. The WRAP, founded in 1997, shares membership of the WESTAR region's State air agencies, along with Tribes, local air pollution control and planning agencies, Federal Land Management agencies, and EPA, across the same geographic footprint as WESTAR. WRAP conducts technical and planning projects; preparing reports and technical work products, and delivering web-based data and decision support systems. The successful candidate will be collaborative, have excellent written and oral communications skills, a talent for facilitation and consensus-building, as well as excellent organizational and project management skills.

The WRAP Program Manager provides staff assistance to WESTAR and WRAP Committees and Work Groups. The WRAP Board, Technical Steering Committee, and five topical Work Groups meet regularly to complete analyses and work products for the use of WESTAR/WRAP member agencies. Example Program Manager position duties include drafting WESTAR letters on air quality issues, preparing reports and surveys on air quality issues, identifying and researching emerging air quality issues, topics, and initiatives in the western U.S., tracking federal and western state rulemakings and policies, organizing speakers and presentations, implementing WESTAR-contracted tasks and workplans on behalf of WRAP Work Groups, assisting and collaborating with the WESTAR Training Manager and Senior Policy Analyst, acting as a liaison with other regional air organizations, and preparing workplans and budgets for WRAP and WESTAR projects for consideration by the WRAP Board, Technical Steering Committee, Work Groups, and WESTAR Council. Travel of up to an average of 2 days/month may be required.

The WRAP Program Manager will be a WESTAR staff member. The WESTAR Council is a non-profit regional association composed of delegates from 15 western state air quality agencies and, on an ex officio basis, Federal Land Management Agencies, local air pollution control agencies and tribal air agencies in the western U.S. The Council's objectives include promoting the exchange of information between states, serving as a forum for the discussion of western regional air quality issues of common concern, sharing resources for the common benefit of the members, coordinating research, development and delivery of relevant air quality-related training programs, the development of air quality-related policy and guidance, and as part of the intent of the WESTAR mission, hosts the WRAP.

WESTAR is committed to recruiting, hiring, developing, compensating and promoting the best qualified individuals for positions at all levels in the organization. WESTAR provides Equal Employment Opportunity to all employees and applicants and strives to create a diverse workforce. WESTAR is dedicated to treating employees fairly and respectfully, providing excellent and flexible working conditions and competitive compensation and benefits. WESTAR staff work from the location of their choice within the western states. WESTAR employees receive holiday and annual leave, sick leave, personal leave, medical/dental insurance coverage, commuting incentives, and retirement benefits. WESTAR salaries are determined through comparisons with similar positions in competitive labor markets and consider not only salary, but also benefits provided.

Desired qualifications:

- B.S. in physical or natural sciences, engineering, planning, public policy, environmental law, environmental studies or other related fields;
- 6 or more years of professional experience in air quality with steadily increasing responsibility;
- Demonstrated technical experience with:
 - monitoring and emissions inventory data analysis and interpretation for air quality planning,
 - application of results from photochemical modeling and other attribution/apportionment methods; and
 - data delivery via web databases;
- Knowledge of western and federal air quality laws and regulations;
- Ability to work effectively in a group setting with a diversity of perspectives;
- Demonstrated knowledge of the WRAP mission, strategic goals, work scopes, and organization;
- Ability to communicate orally in an effective manner and lead groups in developing consensus;
- Demonstrated ability to advocate on behalf of a group of diverse interests;
- Self-motivated and demonstrated ability to exercise independent judgement and initiate actions for the benefit of the WESTAR/WRAP organizations;
- Strong technical writing skills;
- Strong research skills;
- Demonstrated ability to lead and execute project management activities and manage budgets.

Applicants should submit a resume and writing sample with cover letter electronically to Mary Uhl (maryuhl@westar.org) **by June 30, 2022**. WESTAR plans to conduct interviews within the first 3 weeks of July 2022. Questions about the position and the application process can be sent to maryuhl@westar.org.