**Class Summary**

The responsibilities of this classification include the development and implementation of the environmental review process for Transit plans and projects to ensure these comply with federal, state and local environmental laws, regulations, policies and guidelines. Incumbents provide technical consultation, manage research, and problem-solve with regard to transit-related environmental issues.

**Distinguishing Characteristics**

This is the second of a three-level series. Incumbents in this classification are fully proficient (journey-level) and perform environmental planning work both independently and under the direction of a Transit Environmental Planner III. May serve as lead to Transportation Planner I staff. It is distinguished from the Transit Environmental Planner III in that the Transit Environmental Planner III is the management-recognized expert and is assigned responsibilities for complex, highly visible, and politically sensitive projects and enterprise-wide programs. This classification is distinguished from the Water Quality Planner/Project Manager and the Environmental Scientist classification series in that this classification is responsible for performing Transit-specific environmental planning duties.

**Examples of Duties**

*Incumbents in this classification are responsible for performing the duties within the Transit Environmental Planner I and the following:*

1. Provide environmental consultation to engineering, operational, and planning functions by identifying and implementing solutions such as hazardous materials management and response, noise impacts, and air quality impacts.
2. Identify and analyze environmental issues on capital projects by interpreting internal and/or consultant studies and documentation; ensure environmental permits and compliance are obtained to meet the schedules for project design and other permit procurement.
3. Review proposed plans and projects from external sources to determine environmental impacts including impacts to transit facilities and services; determine applicable federal, state, and local environmental laws; and analyze applicability to environmental projects.
4. Assist in the preparation of requests for proposals and participate in the selection of environmental consultants as needed; draft scope of work and budget estimates in consultation with senior staff; and direct the work of consultants.
5. Analyze data, write comprehensive reports, and prepare technical documents and maps for use by engineering and other technical staff, elected officials, management, and the public.
6. Act as liaison between the section and Division and other agencies or jurisdictions with respect to environmental impacts on or by Transit activities or property.
7. Coordinate public involvement or other external review processes.
8. Develop, maintain, and update technical environmental models.
9. Serve on inter-departmental or inter-governmental committees.
10. Assist with making threshold determinations for capital projects.
11. May lead technical environmental work team(s).
12. Perform other duties as assigned.

**Knowledge/Skills**

Advanced knowledge of the environmental planning field

Knowledge of federal, state and local environmental laws and regulations, including but not limited to the National Environmental Policy Act (NEPA) and the State Environmental Policy Act (SEPA)

Knowledge of public sector operations

Knowledge of project management practices

Knowledge of environmental assessment guidelines, cultural resource protection laws, and GIS-based programs

Knowledge of technical, engineering, and/or scientific disciplines related to infrastructure

Knowledge of environmental regulatory performance standards related to air quality, contaminated soils remediation, and wetland restoration

Knowledge of contracting processes

Knowledge of regulatory performance standards and measures (including field equipment) used to determine impacts on environmental conditions that could be impacted by transit facility and operations, particularly air and water quality, noise levels, and traffic congestion

Skill in evaluating technical concepts and making recommendations

Ability to perform research and data analysis

Ability to think conceptually, observe and evaluate trends, and to analyze and draw logical conclusions

Ability to effectively communicate both verbally and in writing

Ability to effectively engage in and sustain relationships with people from diverse cultures and socio-economic backgrounds

Ability to work independently and as a team member

Demonstrated proficiency with business applications, such as Microsoft Office suite

**Education and Experience Requirements**

Bachelor’s degree in related field and previous environmental planning experience or any combination of education and experience that clearly demonstrates the ability to perform the job duties of the position

**Licensing, Certification and Other Requirements**

Valid Washington State Driver’s license

Some licenses, certifications and other requirements determined to be necessary to meet the business needs of the employing unit may be required

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| **FLSA Designation** | Exempt (Administrative) |
| **Service Status** | Career Service |
| **EEO Code** | 2 |
| **Levels within same series** | Transportation Environmental Planner I  Transportation Environmental Planner II  Transportation Environmental Planner III |
| **Class History** | 04/2018 – Created |