

Summary of Duties: Supervises the preparation of studies of the Los Angeles Harbor environment including the physical, chemical and biological characteristics of water, soils, groundwaters, and terrestrial areas; supervises the preparation of environmental assessments, environmental impact reports and statements relative to the effect of port development on the environment; supervises the preparation and administration of contracts for technical environmental services and research; supervises the analysis of proposed environmental legislation; and does related work.

Distinguishing Features: A Marine Environmental Supervisor serves as a first line supervisor. Incumbents in this class, as bona fide supervisors, are responsible for the performance of the full range of supervisory activities including the application of discipline, processing and resolution of grievances, evaluation of performance and approval of time off requests. An employee in this class normally receives assignments orally or by memorandum. Duties are performed with the assistance of professional and technical staff. A Marine Environmental Supervisor may act in the absence of the Marine Environmental Manager. An employee in this class directs a group of subordinate employees engaged in a variety of activities designed to determine existing and potential environmental problem areas and reviews and evaluates their results and recommendations for corrective action based on knowledge, experience and research in the field. A Marine Environmental Supervisor performs liaison activities with other governmental agencies and may act as an expert environmental witness in legal actions.

Example of Duties: Reporting to a Marine Environmental Manager, a Marine Environmental Supervisor plans, organizes and supervises the preparation of studies involving air, water, and noise pollution, terrestrial and marine ecology, habitat classification, and the management and control of hazardous materials; reviews the results of such activities and recommendations made for corrective action based on knowledge, experience and research in the field; may perform more complex and difficult studies; may determine the probable environmental effect of proposed projects and may prepare recommendations for mitigation measures or physical or procedural alterations on projects; may scuba dive to observe marine environments; prepares environmental impact documents to obtain necessary permits for harbor improvements or construction; supervises or conducts the analysis of developmental, legislative or regulatory activities of public and private sector organizations and their impact on the environment of the Los Angeles harbor and other portions of the southern California coastal environments; assists in securing permits and approvals for Port projects; supervises a professional staff, including consultants, engaged in

preparing and analyzing environmental documents and performing laboratory and field work. Negotiates mitigation measures with developers and regulatory agencies on local, State, and Federal

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levels; represents the Harbor Department at meetings and hearings of governmental agencies; consults with a variety of governmental agencies at all levels regarding the use of water, land and air resources at the Harbor and other portions of the Southern California coastal environment; makes oral presentations to concerned organizations regarding Harbor Department pollution problems; fulfills supervisory affirmative action responsibilities as set forth in the City's Affirmative Action Plan; may act in the absence of the Marine Environmental Manager; and may occasionally be assigned to other duties for training purposes or to meet technological changes or emergencies.

Qualifications: A good knowledge of the effects of pollutants on marine and terrestrial ecosystems; a good knowledge of existing and proposed laws and regulations regarding port and coastline pollution; a good knowledge of supervisory principles and practices including planning, delegating and controlling the work of subordinates; a good knowledge of the techniques of training, instructing and evaluation of subordinate's work performance; a good knowledge of the techniques for counseling, disciplining and motivating subordinate personnel; a good knowledge of the procedures for grievance handling; a good knowledge of effective safety principles and practices; a general knowledge of City personnel rules, policies and procedures; a working knowledge of methods of combating pollution; a working knowledge of technological advances which minimize the environmental impact of development projects; a working knowledge of the instrument and techniques for testing the quality of marine water; a working knowledge of laws and regulations related to equal employment opportunity and affirmative action; a general knowledge of memoranda of understanding as they apply to subordinate personnel; the ability to analyze environmental problems and prepare comprehensive programs for solution; the ability to apply sound supervisory principles and practices; the ability to prepare clear and concise written reports and recommendations; and the ability to deal effectively with a variety of organizations and groups on issues related to environmental problems.

Graduation from a recognized four-year college or university with specialization in an environmental, ecological, or biological science, or oceanography and three years of professional experience in marine environmental activities are required. A Master's degree in marine biology or oceanography may be substituted for one year of required experience.

Licenses: A valid California driver's license is required. A S.C.U.B.A. Diver's certificate issued by the County of Los Angeles or an equivalent diving certificate may be required.

Physical Requirements: Strength to perform average lifting up to give pounds and occasionally over 15 pounds; good speaking and hearing ability; and good eyesight.

Persons with medical limitations may, with reasonable accommodations, be capable of performing the duties of some of the positions in this class. Such determination must be made on an individual basis in light of the person's limitations, the requirements of the position, and the appointing authority's ability to effect reasonable accommodations to the limitations.

As provided in Civil Service Commission Rule 2.5 and Section 4.55 of the Administrative Code, this specification is descriptive, explanatory and not restrictive. It is not intended to declare what the duties and responsibilities of any position shall be.