



# Stormwater Program Manager

## Job Description

### Position Summary

The Stormwater Manager leads the District's stormwater program, ensuring full compliance with the Ohio EPA Municipal Separate Storm Sewer System (MS4) permit for Licking County and participating municipalities. This position provides strategic leadership, oversees program operations, supervises stormwater staff, and serves as the primary liaison to county and local government partners. The Stormwater Manager ensures that all Minimum Control Measures (MCMs) are implemented effectively, professionally, and in alignment with District goals for water quality, natural resource protection, and responsible development.

### Primary Duties

- **Manages all program activities and processes required to comply with Ohio EPA MS4 minimum control measures**, ensuring Licking County and partner communities meet permit obligations and annual reporting requirements.
- **Serves as liaison** with the Licking County Board of Commissioners, Planning Commission, Planning & Development, and County Engineer regarding the MS4 permit Memorandum of Understanding (MOU).
- **Implements, negotiates, and annually reviews MS4-related contracts, MOUs, and agreements** with Cities, Villages, and Townships participating in the OEPA stormwater program.
- **Provides leadership and direction for the stormwater department**, including development of the annual plan of work, resource allocation, and budget management.
- **Develops and implements department goals, objectives, policies, procedures, and service standards**, ensuring standard operating procedures are created, followed, evaluated, and improved for efficiency and effectiveness.
- **Supervises Stormwater team members**, ensuring all MCM activities are completed professionally, accurately, and on schedule.
- **Manages stormwater team equipment**, including inventory, maintenance, and purchasing.
- **Oversees and delegates Conservation Technical Assistance requests**, providing support in the office and field as needed.
- **Represents the District on local, regional, and state committees**, strengthening partnerships and advancing stormwater and watershed initiatives.
- **Maintains working knowledge of current local, state, and federal policies and best practices**, including permitting requirements, natural resource management principles, urban development standards, and stormwater Best Management Practices (BMPs).

### Core Team Functions Managed by This Position

- Plan reviews from initial review, back checks, post construction O&Ms utilizing software portal
- Conduct and oversee construction site inspections for erosion and sediment control.
- Lead illicit discharge detection and elimination (IDDE) investigations.
- Review SWPPPs, post-construction BMP plans, and development proposals.
- Maintain accurate records and prepare annual MS4 reports.

- Provide technical assistance to municipalities, townships, developers, and landowners.
- Develop and deliver public education and outreach related to stormwater, water quality, and municipal trainings.
- Utilize GIS mapping stormwater infrastructure and tracking program data.

#### **Minimum Qualifications**

- Bachelor’s degree in Natural Sciences/Studies preferred or a related field; or equivalent combination of education, certifications, and stormwater experience.
- Experience with erosion and sediment control, BMPs, and construction oversight. Knowledge of Ohio EPA MS4 permit requirements and stormwater regulations.
- Ability to interpret environmental regulations, technical plans, and engineering drawings.
- Strong communication skills and ability to work with government partners, contractors, and the public.
- Proficiency with GIS map creation and administration.
- Experience utilizing, calibrating and maintenance of water quality testing equipment preferred.

#### **Preferred Qualifications**

- Experience administering MS4 programs and supervising technical staff.
- Certifications, or ability to attain, such Certified Stormwater Manager (CSM).
- Familiarity with local government operations, zoning, and development processes.
- Comfortable with public speaking and working with media.

#### **Work Environment & Physical Requirements**

- Frequent outdoor work in varying weather conditions.
- Use of District vehicles and field equipment.
- Ability to traverse construction sites and navigate uneven terrain.
- Evening and weekend meetings or events are required. Some overnight travel for professional development is also expected.

#### **Supervision & Reporting**

- Reports to the Executive Director.
- Supervises stormwater program staff, interns, and seasonal personnel as assigned.

Full time, hourly position, pay is commensurate based on experience. Pre-employment drug screening and drivers abstract required. Benefits include, vacation, sick leave, high quality health care, robust retirement package. For a list of benefits, visit: [Licking County - Human Resources](#).

Equal Opportunity Employer and Drug Free Work Environment.

For application process and additional details about Soil & Water, dig deeper at: [Licking Soil & Water Conservation District : Who We Are : Staff \(lickingswcd.com\)](#)