***This old UMB job description was created between 2000 and 2014 and is being provided as a template or guide in the preparation of a current job description. The essential functions are general in nature and may not accurately depict the duties of a specific unit. Managers are encourage to update and provide specific duties that are applicable to work being performed in the unit.***

Job Title: **Director, Environmental Health And Safety**

Job Family: Environmental Health & Safety Sub Family: Safety

**Job Summary:**

The director of the University’s office of environmental health and safety (EHS) is responsible for the development and efficient delivery of safety, health, and environmental management program services. The director manages multiple areas of risk exposure that include chemical, radiation, biological, and occupational safety, waste management, environmental regulatory compliance, and emergency management.

**Essential Functions:**

* Direct, monitor and improve the delivery of customer services in each program area.
* Participate in function related campus committees and planning sessions in order to develop consensus based policies and procedures.
* Maintain and nurture effective communication and partnerships throughout the campus by conferring with business unit and campus leadership on issues pertaining to the promotion and understanding of the department’s functions.
* Partner with upper level administrators and other directors on a regular basis to set strategic goals and objectives for the department.
* Represent the department and the University at University System forums and other system-wide professional meetings.
* Ensure efficient recruitment and training functions in order to maintain a staff of well trained, highly involved, and motivated employees.
* Performs other duties as assigned.

**Minimum Qualifications**

Education: Bachelors degree in natural sciences, engineering, industrial hygiene, or related field. Masters or Ph.D. preferred.

Experience: Seven (7) years of progressive experience in environmental health and safety area(s). Three (3) years of experience in program management

Supervisory: Five (5) years of management experience.

Licensure/Certification:

Other: No subsitution of experience for minimum education requirement.

**Knowledge, Skills, and Abilities**

*Managers may provide prefered knowledge, skills, and abilities as necessary.*

Job Code: E11X5J

SOC Code: 111021 IPEDS: Management

EEO6 Code: Executive/Admin/Managerial State Code: 9332062

USM eCode: E21110 AAP Code: 1C