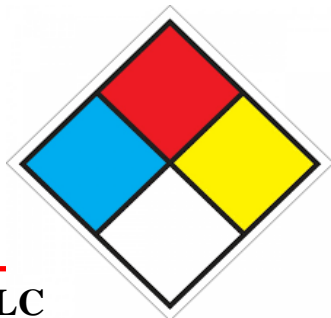

16th Annual EPAZ Conference

Career Development Workshop

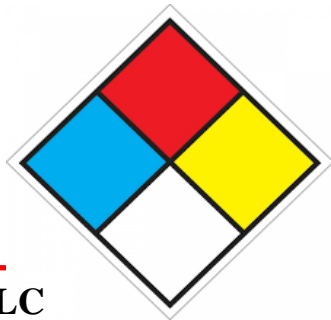
**by Richard (Rick) Haskins, M.P.H.
C.P.E.A. (Env), C.P.E.A. (H&S), C.P.S.A.
Managing Partner
Health and Safety, LLC**

March 5, 2020



Career Development Strategies

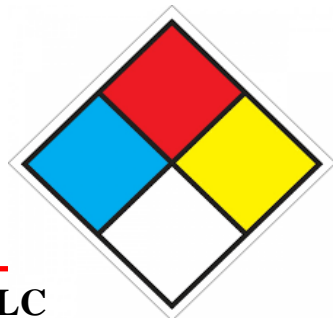
Reboot, Redefine, & Revitalize Your Career



Objectives

In this presentation, we will discuss different ways to successfully develop a rewarding EHS career (hopefully reboot, redefine, and/or revitalize it) including:

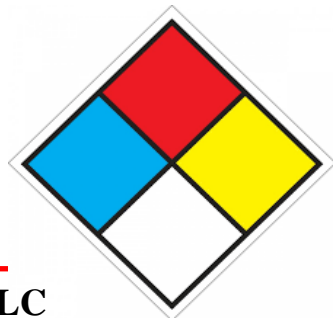
- Importance of Networking
 - Social
 - Professional
 - (Interactive Sessions/Activities & Audience Participation)
- Value of Skills Development
 - (Audience Participation)
- Perspectives concerning different career choices, decisions, and options



Objectives

Additionally, we will discuss the following:

- Tips on Career Goal Planning
 - (Self-Reflective Session/Activity)
- Valuable Personal Attributes
 - Ethics
 - Standards of Conduct
 - (Small Group Exercises)
- Health and Well-Being
 - (Self-Reflective Session/Activity)
- Tips for success as an EHS Professional



Who's this guy that's leading this workshop?

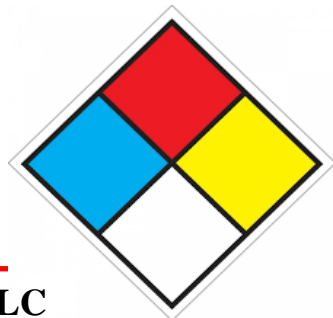
- Born & raised in Wyoming



- B.S. – Arizona State University – Health Science & Health Education



- M.P.H. – University of Michigan – Environmental Health & Industrial Hygiene



Who's this guy that's leading this workshop?

- Retired Commissioned Officer (O-6) in the United States Public Health Service – 22.5 years – Served in Alaska, New Mexico, & Arizona

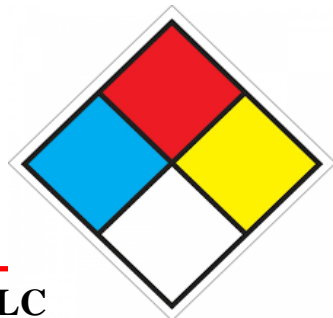


- Retired EHS Auditor – Pinnacle West Capital Corporation/APS – 19 years



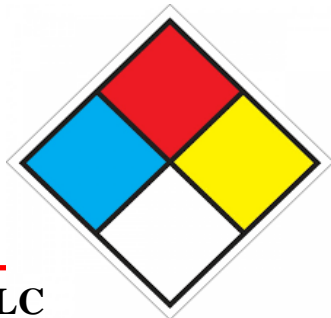
- Managing Partner – Health and Safety, LLC – 3.5 years

HEALTH and SAFETY, LLC



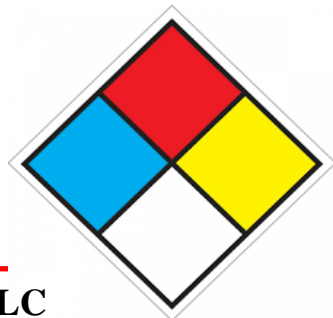
Who's this guy that's leading this workshop?

- Certified Professional Environmental Auditor (C.P.E.A.) in the Environmental Discipline
- Certified Professional Environmental Auditor (C.P.E.A.) in the Health and Safety Discipline
- Certified Process Safety Auditor (C.P.S.A.)
- Federal OSHA Authorized Instructor – Construction Standard
- Over 45 years of EHS experience



Disclosures, Ground Rules, & Structure

- I have information to provide, but I also hope to learn some things
- I certainly don't know everything & don't have all the answers
- There will be several interactive/reflective activities
- Intended to be interactive
- Provide any experiences that you may have had
- Ask questions
- Have fun
- Take a Break halfway through



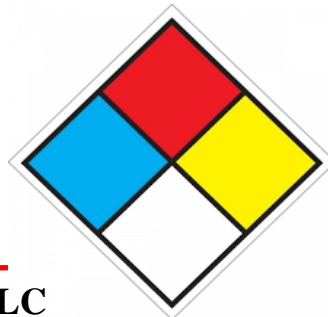
What Defines A Rewarding EHS Career

What defines a rewarding EHS career?

- Financial Renumeration – Lots of money or living wage
- Job Satisfaction – Happiness, Self-Actualization, Self-Respect, Work-Life vs. Personal-Life Balance
- Accolades – Awards, Respect from Peers, Promotions
- Add to the Knowledge of the Profession
- Attainment of Career Goals



You need to decide. Why do you do what you do?
I hope it's for all five reasons and more!



Importance of Networking

Opportunities to expand your work relationships and career options through:

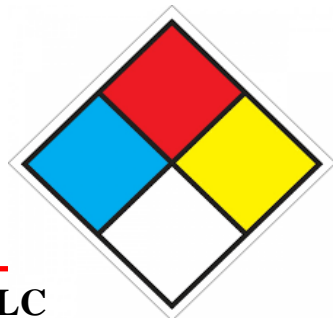
- Social Media
 - LinkedIn
 - Twitter
 - Facebook
 - Instagram
 - Snap Chat
 - YouTube
 - Website
- Professional Associations/Organizations
- Training Courses
- Community Engagement
- Mentoring



Importance of Networking

Interactive Session – Social Networking

- Find three new people in the room that:
 - Were born in the same State as you
 - Went to the same college as you
 - Have the same hobby as you
 - Have an interesting story/experience
- Note their name & remember it for later
- These folks are your new social contacts
- Three volunteers to introduce your new social contact



Importance of Networking

Opportunities to expand your work relationships and career options by using:

- Social Media – how to develop & brand yourself

- LinkedIn
- Twitter
- Facebook
- Instagram
- Snap Chat
- You Tube
- Website



LinkedIn



Twitter



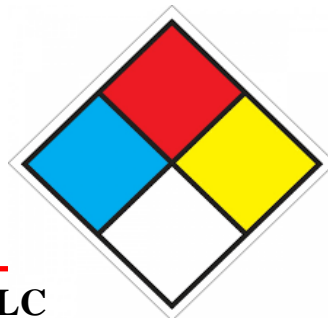
Facebook



Instagram



YouTube



Importance of Branding

Opportunities to expand your work relationships and career options by developing & branding yourself:

Branding – The self-knowledge, strategy, planning, and actions that go into crafting your personal brand and displaying it to the world

- Social Media
 - LinkedIn
 - Twitter
 - Facebook
 - Instagram
 - Snapchat
 - You Tube
 - Website



YouTube



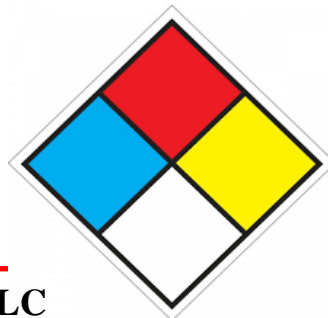
Facebook



LinkedIn



Twitter



Importance of Networking

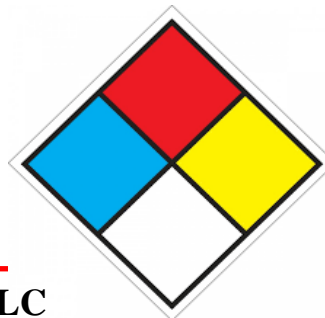
Your comments concerning how networking expands your work relationships and career options:

- Social Media

- LinkedIn
- Twitter
- Facebook
- Instagram
- Snapchat
- YouTube
- Website



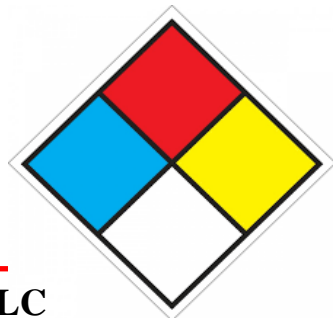
- Advantages of each
- Tips on using each
- Items to be Aware of



Importance of Networking

Opportunities to expand your work relationships and career options through:

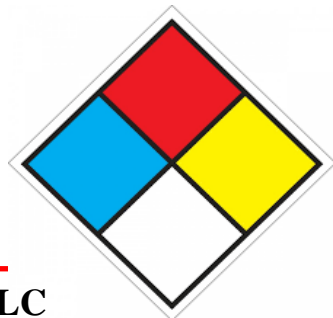
- Professional Associations/Organizations
 - EPAZ
 - Young Professionals Committee
 - Community Service Committee
 - American Society of Safety Professionals (ASSP)
 - AZ Water Association
 - American Industrial Hygiene Association (AIHA)
 - Arizona Hydrological Society
 - Air and Waste Management Association (AWWA)
 - National Environmental Health Association (NEHA)
 - Institute of Internal Auditors (IIA)
 - National Safety Council (NSC)



Importance of Networking

Opportunities to expand your work relationships and career options through:

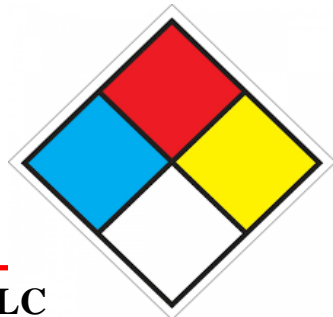
- Community Engagement
 - Volunteerism
 - St. Mary's Food Bank
 - Andre House of Hospitality
 - Oak Creek Watershed Council
 - American Heart Association
 - Phoenix Rescue Mission
 - Natural Restorations' Cleanups
 - Water for People
 - Pedal with Purpose
 - American Cancer Society



Importance of Networking

Opportunities to expand your work relationships and career options through:

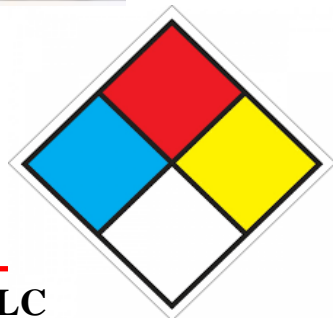
- Mentoring
 - Seek out a Mentor
 - Connect
 - Engage
 - Communicate – Go talk to them
 - Listen
 - Seek out a Protege
 - Connect
 - Engage
 - Communicate
 - Advise & Promote



Importance of Networking

Interactive Session – Professional Networking

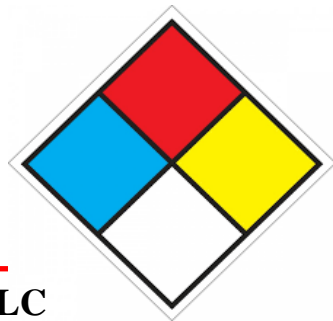
- Find three new people in the room that:
 - Conduct Health and Safety activities/services
 - Conduct Air activities/services
 - Conduct Water activities/services
 - Conduct Waste activities/services
 - Could be a mentor or protege
- Write down their names and company
- These folks are your new professional contacts
- Three volunteers to introduce your new professional contact



Value of Skills Development

Opportunities to improve and promote your career development and options:

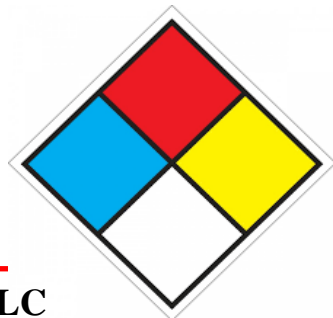
- Obtain Professional Certifications
- Obtain Advanced Degrees
- Utilize Branding
- Utilize Technological Tools
- Stay “current” with trends & regulations
- Read professional publications & periodicals
- Become a good public speaker



Value of Professional Certifications

Opportunities to improve and promote your career development and options:

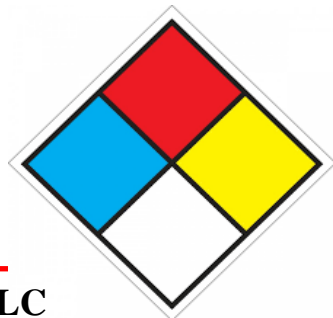
- Obtain Professional Certifications
 - Registered Environmental Manager (REM)
 - Certified Safety Professional (CSP)
 - Certified Hazardous Materials Manager (CHMM)
 - Certified Industrial Hygienist (CIH)
 - Certified Professional Environmental Auditor (CPEA)
 - Certified Process Safety Auditor (CPSA)
 - Professional Engineer (PE)



Value of Advanced Degrees

Opportunities to improve and promote your career development and options:

- Obtain Additional or Advanced Degrees
 - Engineering
 - Environmental Health/Science
 - Geology
 - Health Science
 - Hydrogeology
 - Industrial Hygiene
 - Laboratory Science
 - Occupational Health
 - Public Health
 - Safety
 - Waste Management

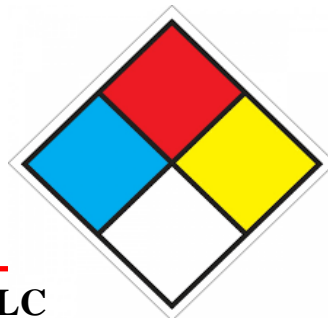


Value of Utilizing Technological Tools

Opportunities to improve and promote your career development and options:

Reach out to subject matter experts for tutoring

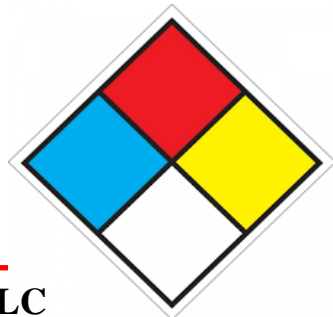
- Utilize Technological Tools
 - Dropbox
 - Google Docs
 - Constant Contact
 - Word Press/for websites



Value of Staying “Current”

Opportunities to improve and promote your career development and options:

- Stay “current” with trends & regulations
 - Utilize Online resources
 - Google
 - www.epa.gov
 - www.osha.gov
 - www.osha.news@subscriptions.dol.gov
 - www.azica.gov
 - www.adeq.gov
 - www.dot.gov
 - www.dhs.gov
 - www.acgih.org
 - www.neha.org



Value of Staying “Current”

Opportunities to improve and promote your career development and options:

- Stay “current” with trends & regulations
 - Attend monthly meetings & conferences
 - Attend free workshops, webinars, & podcasts
 - Watch national news channels
 - Check in with colleagues



“An educated man (person) is one who knows everything about something and something about everything” – Benjamin Franklin



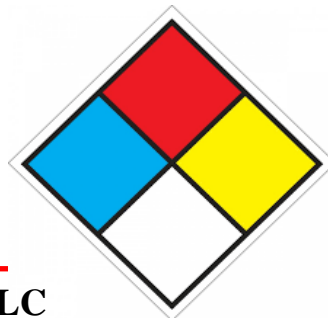
Become a Good Public Speaker

Opportunities to improve and promote your career development and options:

- The number one fear in America (and the world) is public speaking
 - Heights is #2; Bugs & Snakes is #3; Death is #5; & Loneliness is #7

“To conquer fear is the beginning of wisdom.” – Bertrand Russell

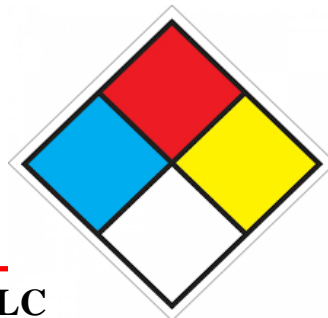
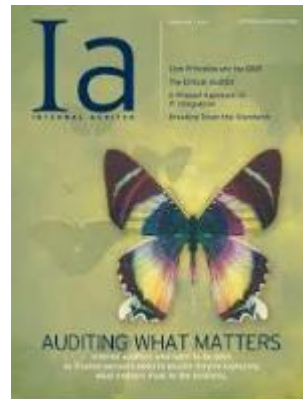
- Join Toastmasters
 - Practice at weekly meetings
 - Practice at prepared speeches
 - Practice at impromptu speaking
 - Be evaluated & coached



Value of Professional Publications

Opportunities to improve and promote your career development and options:

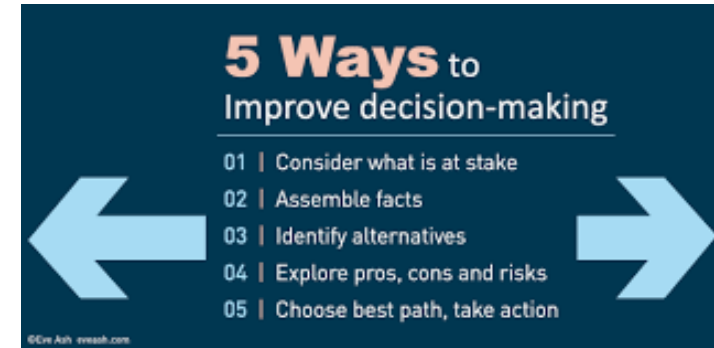
- Read professional publications & periodicals
 - PSJ – Journal of the American Society of Safety Professionals
 - The Kachina News – AZ Water Association
 - The Journal of Occupational and Environmental Hygiene
 - The Journal of Environmental Health
 - The Wall Street Journal
 - Newsweek
 - Time
 - The Week
 - Internal Auditor Magazine
 - OSHA Newsletter
 - Standards Update - ASSP



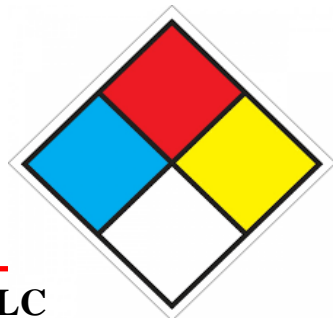
Career Choices, Decisions, & Options

What are the different EHS career choices, what decisions need to be made, and what options are available?

- Generalist versus Specialist
- Supervisor versus Employee
- Government Jobs – City, County, State, Federal, Military, College
- Private Sector – Utilities, Consulting Firms, Manufacturing, Waste Companies, Semi-Conductors, Mining, Laboratories, Engineering Firms, etc.
- Large Company versus Small Company



“When you come to a fork in the road, take it!” – Yogi Berra, Yankees



Choice of Prospective Employers

Decisions to Make:

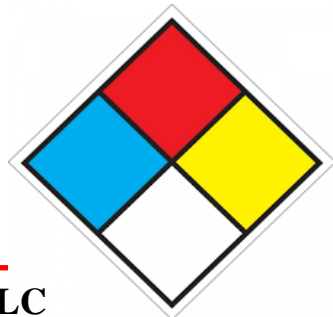
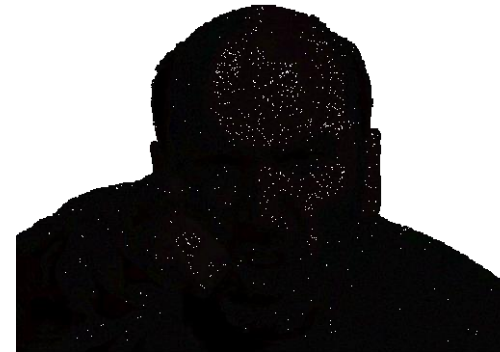
- What types of EHS jobs are available with the same employer?
- What types of facilities does the employer have?
- Am I going to learn new things?
- Does the employer support continuing professional education? Monthly meetings?
- What are the opportunities for advancement?
- Am I going to get five years of experience or am I going to get one year of experience five times?
- Am I going to be challenged or will it be the same old thing after awhile?



Choice of Prospective Employers

Decisions to Make:

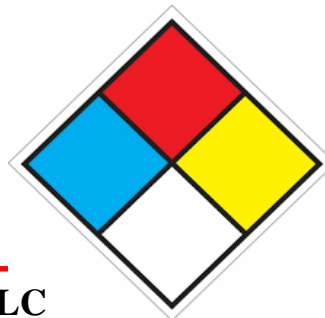
- Will I have to travel? How often? How long?
- Will I use a company car or my own to travel in?
- Will I have an office or will I have an office cubicle in an open floor plan?
- What is the organizational structure of the employer?
 - Very structured; high degree of Command and Control?
 - Unstructured; lots of independence
- Who will be my supervisor?
 - Is that person experienced?
 - Is that person engaged?
 - Is that person a good mentor?
 - Is that person respected? Reasonable? Ethical?



Choice of Prospective Employers

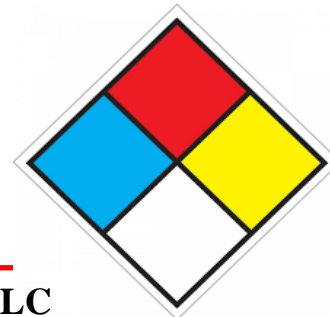
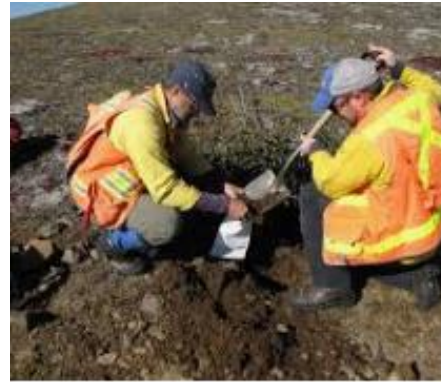
Decisions to Make:

- Does the employer have flexible work schedules (e.g., 4 – 10-hour days or 10a – 6p)?
- Can I telecommute? How often?
- How many hours in a typical work week?
- How much vacation time does the employer offer? Maternity leave?
- Does the employer offer year-end bonuses?
- Does the employer provide health, dental, and vision insurance?
 - Just to you? Your family?
- Does the employer have a retirement program?
 - Contributory? Non-Contributory? 401 Plan?



Choice of Prospective EHS Disciplines

- Air Professional
- EHS Auditor
- Environmental Engineering
- Environmental Planner
- Epidemiologist
- Geologist
- Health Inspector/Professional
- Hydrogeologist
- Industrial Hygienist
- Infection Control Practitioner
- Laboratorian
- Occupational Health
- Safety Professional
- Sales
- Sanitarian
- Waste Professional
- Water Professional



Career Goal Planning

Where do you plan to be at the following milestones?

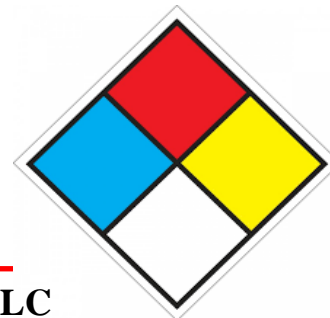
- 2-Year Plan
- 5-Year Plan
- 10-Year Plan
- 20-Year Plan
- 40-Year Plan
- Retirement Plan



What's your ultimate goal?

"If you fail to plan, you plan to fail." – Benjamin Franklin

If you don't keep track of how well you're doing, how do you know if you're getting better or not?



Career Goal Planning

Self-Reflective Session – Goal Planning

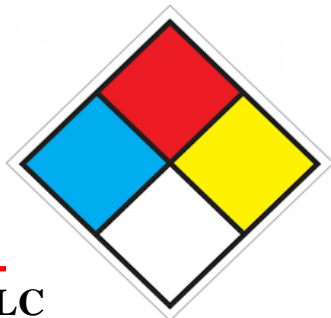
Write down where you hope to be and what you hope to be doing in:

- 2 Years
- 5 Years
- 10 Years
- 20 Years
- 40 Years
- Retirement Years



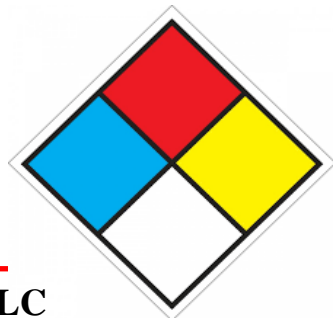
Review the plan annually and revise the plan as necessary.

"What gets measured, gets done!" – W. Edwards Deming & Peter Drucker



Career Goal Planning

Timeframe	Goal	Why	How	When	Actions
	My goal is ...	I want to accomplish this because ...	I know I can do it because ...	I will know when I have met this goal when ...	These are the steps I'll take to make it happen ...
2 Years					
5 Years					
10 Years					
20 Years					
40 Years					
Retirement Years					



Important Personal & Professional Attributes

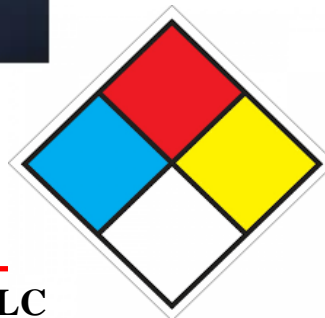
- Ethics

- Definition - moral principles that govern a person's behavior or the conducting of an activity



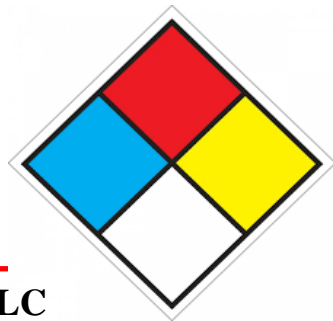
- Recent Environmental Ethics Disaster

- Deepwater Horizon Incident – 04/20/10
 - Killed 11 people
 - Worst environmental disaster in US history



Important Personal & Professional Attributes

- Standards of Conduct
 - Definition – Principles, values, standards, or rules of behavior that guide the decisions, procedures, and systems of an organization in a way that (a) contributes to the welfare of its key stakeholders, and (b) respects the rights of all constituents affected by its operations
- Standards of Conduct Environmental Disaster
 - Exxon Valdez Incident – 03/24/89



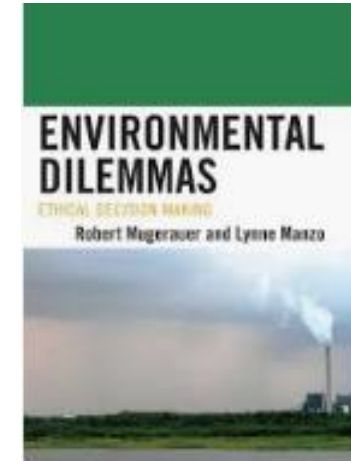
Important Personal & Professional Attributes

What will you choose to do?

Small Group Exercise – 3 or 4 people

Environmental Ethical Dilemma -

Scenario – You've just discovered that one of your Environmental Professionals interpreted an ADEQ regulation incorrectly which resulted in the facility not being in compliance. There have been several ADEQ inspections recently but the inspectors did not discover the issue. It will cost a lot of money to come into compliance. What do you do? What if your boss states that they are not going to do anything about it. Do you then take it to the CEO? What if the CEO does not want to spend the money?



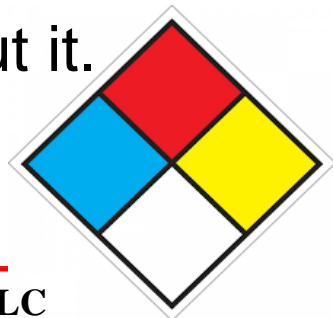
Important Personal & Professional Attributes

What will you choose to do?

Small Group Exercise – 3 or 4 people



- Safety Ethical Dilemma -
 - Scenario – You’ve just been informed by a Consultant that your company is not in compliance with an OSHA regulation. There have not been any previous incidents. It will cost a fair amount of money to come into compliance and will delay the completion of the project. What do you do? What actions do you take? What if your boss states that they are not going to do anything about it. Do you then take it to the CEO? What if the CEO does not want to spend the money? Do you contact OSHA?



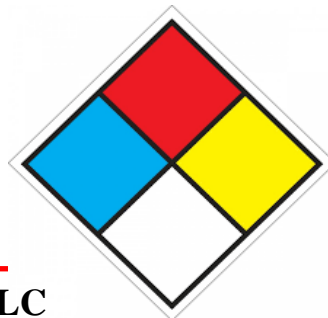
Important Personal & Professional Attributes

What will you choose to do?

Small Group Exercise – 3 or 4 people



- Personnel Ethical Dilemma -
 - Scenario – You and your coworkers are conducting an EHS project out of town. Your supervisor is not there. One of your coworkers keeps showing up late and on one day, she didn't report for duty at all. What do you do? Do you take it to your supervisor? Do you do or say nothing? What if it's your boss that's doing this? Do you take it to your boss's supervisor? What's your feeling about this situation?



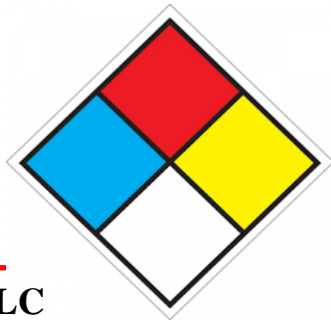
The Importance of Health & Well-Being

“If you don’t have your health, you don’t have anything”

“If I could just get better, I’ll do

To be successful, you have to be healthy!

- Physically
 - Mentally
 - Socially
 - Spiritually
-
- Eat properly & watch your weight
 - Sleep at least 7 hours each night
 - Exercise – (with at least 10,000 steps per day)
 - Be mindful and focused
 - Deal with Stress

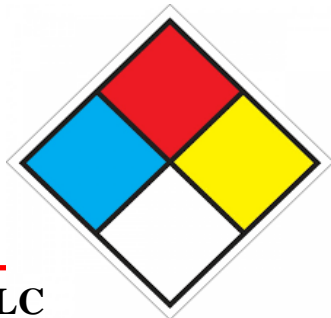


The Only Constant is Change

How you react to change is critical

Attributes or Characteristics that help in dealing with change:

- Courage
- Resilience
- Flexibility
- Adaptability



Resiliency

Self-Reflective Session - Resilience

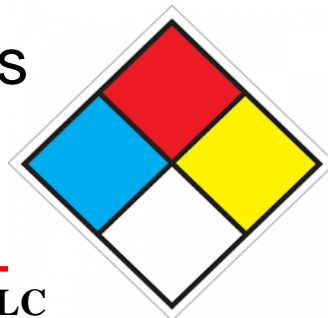
resilience:

"an ability to recover from or adjust easily to misfortune or change."

—Merriam-Webster Dictionary

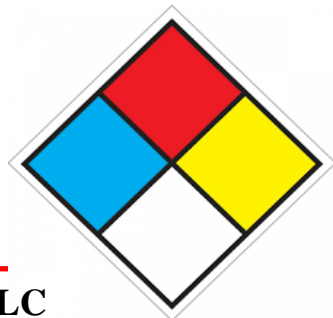


- Close your eyes and reflect back to your oldest memory of a stressful event & your most recent memory of a stressful event
- On your timeline or chart, write down them down
- Write down several other stressful events & the year each happened
- Write down the strategies you used to deal with the stressful events
- What did you learn or relearn about yourself?



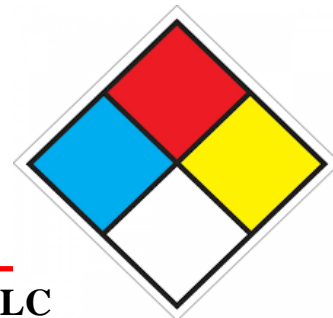
Resiliency

	Oldest Memory	Stressful Event	Stressful Event	Stressful Event	Stressful Event	Stressful Event	Most Recent Memory
Event							
Year							
Strategies You Used to Deal With							
What Did You Learn or Relearn About Yourself							



The Importance of Dealing with Stress

- Symptoms of Stress
 - Irritability
 - Poor eating habits
 - Poor sleep patterns
 - Unable to make decisions
- Major Health Effects of Stress
 - Anxiety
 - Heart Disease
 - High blood pressure
 - Heart attacks
- Stress Reduction Strategies/Activities
 - Deep Breathing
 - Meditation
 - Yoga
 - Walking/ Stretching

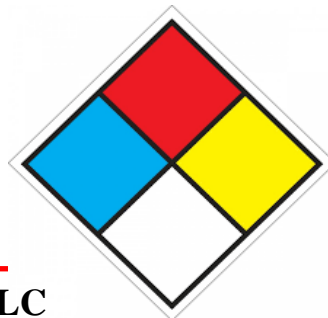


Tips For Success as an EHS Professional

The three most important things of an EHS Program:

Organization, Organization, Organization

- Organized Program
- Organized Site
- Organized Recordkeeping



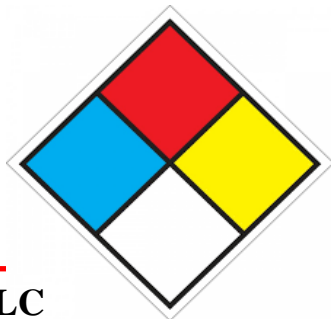
Additional Tips For Success

Organized Program

- Air, Water, Waste, Health, Safety, and DOT
- Trained Personnel – Management, Professional, & Frontline
- Assignments and Accountability
- Good, Open Communication
- Frequent Oversight



“If you can't describe what you are doing as a process, you don't know what you're doing.” – W. Edwards Deming



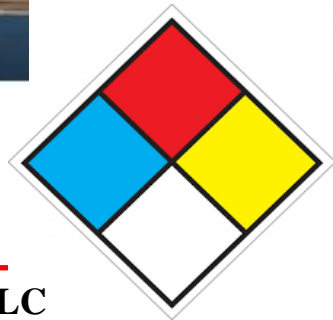
Additional Tips For Success

Organized Site

- Clean & sanitary
- Safe
- Good ventilation
- Good illumination
- Environmentally sound



“A place for everything, and everything in its place.”



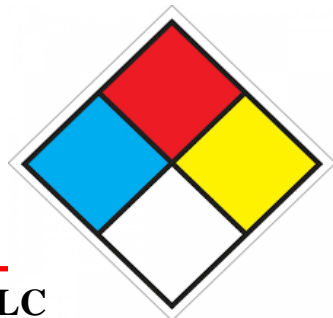
Additional Tips For Success

Organized Recordkeeping

“If it’s not documented, it never happened!” – EPA & OSHA

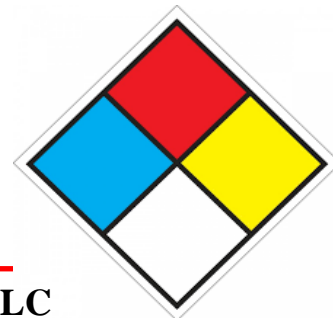
“In God we trust, all others must document!” - JCAH

- A file for everything & everything in its file
- Ease of retrieval of electronic files and/or hard files
- Appropriate documentation (check sheets, reports, etc.)
- Frequent review of documentation



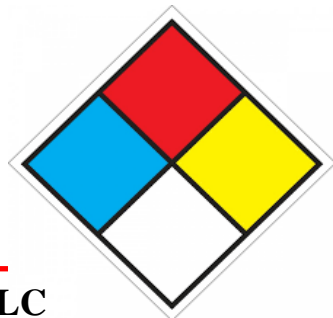
Additional Tips For Success

- Keep learning
- Take on additional assignments (this broadens your experience and shows your willingness to be an important/valuable team player)
- *“Always treat the other person the way you would expect to be treated, if the roles were reversed”* – Rick Haskins
- Be flexible and adaptable
- Have confidence in yourself – exude it
- Be personable & affable
- Be persistent



Additional Tips For Success

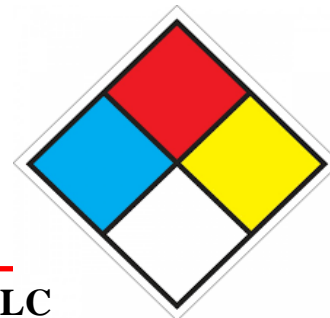
- Correct what you can as quickly as you can – “Fix It Now” – PVGS has a FIN Team
- Don't burn any bridges
- Keep your resume up-to-date
- Volunteer
- Keep networking
- Be yourself
- Be a good team player
- Be trustworthy
- Be ethical



Things To Do and Say

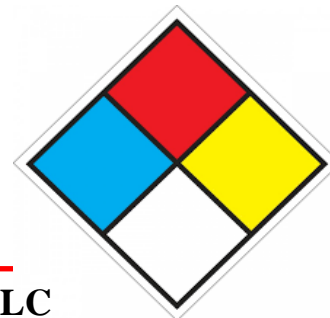
- As an EHS Professional:

- Be present, engaged, and professional
- Be forthright and forthcoming
- Respectfully challenge EHS issues that you do not agree with – “May we discuss this further?”
- Honor your commitments – Do what you say you are going to do
- Take pictures of your EHS activities, where approved (these can be used for training purposes)
- Document your EHS activities
- *“Work hard, but have fun”* – Rick Haskins



Additional Things To Do and Say

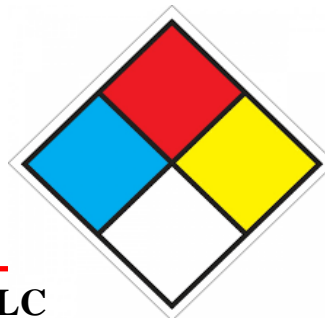
- As an EHS Professional:
 - Be the Go-To-Person (GTP) and/or Subject Matter Expert (SME)
 - Inform the client or your supervisor when you know you have an issue; right then
 - Be able to defend your point of view with objective and factual information; no subjective opinions
 - Be respectfully firm in your point of view but agree to discuss further
 - Be willing to admit that you were wrong and change your mind
 - Be an active listener
 - Be *“Firm, Fair, and Friendly”* – Sherry Haskins



Things Not To Do and Say

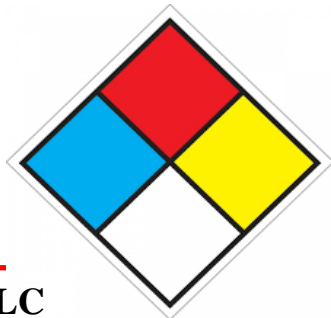
- As an EHS Professional:

- Don't be negative
- Don't be argumentative
- Don't be crabby
- Don't disrespectfully challenge things you do not agree with – *“That is the dumbest regulation I ever heard of!”* or *“You are one picky son-of-a gun!”* or *“ADEQ is a bunch of losers!”* or *“ADOSH doesn't have a clue!”*
- Don't be deceiving or dishonest
- Don't be uncooperative
- Don't be unwilling to fulfill your commitments



Additional Things Not To Do and Say

- When conducting audits, as an EHS Professional:
 - “This is the worst situation I have ever seen!”
 - “This is the best program I have ever seen!”
 - “*What in the hell?*” or “*Gold Mine!*”
 - Don’t disagree to discuss things further
 - Don’t surprise the client or your supervisor with issues
 - Do not fail to be able to successfully defend your point of view

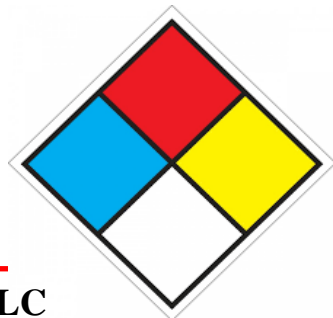


My 47-Year EHS Career

I've had a personally-satisfying & rewarding career, because I:

- Constantly reviewed my career choices and options
- Had 5-Year Plans, 20-Year Plans, and a Retirement Plan
- Joined professional organizations; attended meetings & conferences
- Networked as often as possible
- I was a GTP and an SME
- Focused on appropriate interactions with people
- Focused on Things to Do (or Not Do) and Say (or Not Say)

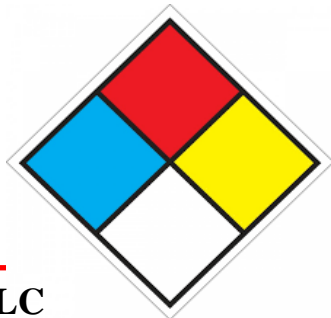
Not just
a job, a
rewarding
career



Summary – Don't Forget Your Ultimate Goal

In this presentation, we discussed the following:

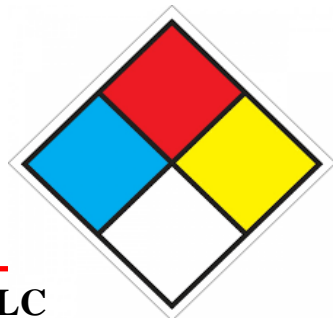
- Insights to successfully develop a rewarding EHS career (hopefully reboot, redefine, & revitalize it)
- Importance of Networking
- Value of Skills Development
- Perspectives concerning different career choices, decisions, and options



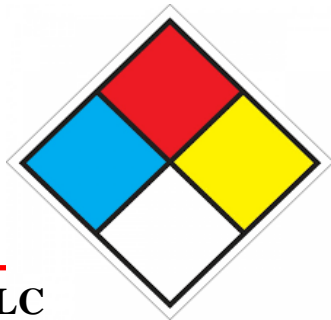
Summary – Don't Forget Your Greater Purpose

In this presentation, we also discussed the following:

- Tips on career Goal Planning
- Valuable Personal Attributes
- Health and Well-Being
- Tips for success as an EHS Professional



Questions?



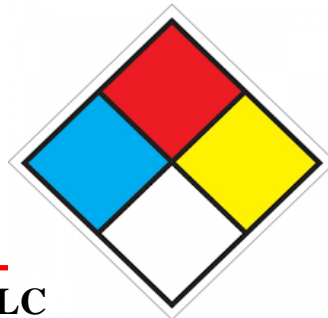
Importance of Networking

Interactive Session – Say Goodbye to

- The three new people in the room that are your new social contacts



- The three new people in the room that are your new professional contacts



Thank You

**Richard (Rick) Haskins, M.P.H.
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