

ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY

We are looking for results-oriented, driven individuals with a thirst for problem solving.

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COMMUNITY INFORMATION OFFICER Remedial Projects Section - Waste Programs Division

JOB SUMMARY

At ADEQ, our vision is to be the number one state in the nation in balanced, leading-edge environmental protection, through technical and operational excellence, and radical simplicity for customers and staff. We are currently looking for team members who are committed to our vision, driven to excel in their career and passionate about our mission. Only the highest caliber employees will be successful in driving our agency towards meeting our vision.

Our **Community Information Officer** supports and implements the Community Involvement related to Water Quality Assurance Revolving Fund (WQARF) and Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) laws and regulations as they affect community involvement and public participation. This position works in a supportive role with project managers, hydrogeologists, engineers, and other personnel and supports the community involvement programs that take into consideration public concerns and the need to provide complex scientific concepts in common terms. Job duties include:

- Participate in community involvement activities at WQARF and CERCLA sites, helping program staff regarding community needs.
- Interface with the Office of Communication, other agency personnel and other interested parties in the community to ensure community involvement is effective in giving the public an opportunity to be informed and participate in site decisions.
- Work with agency personnel on community involvement laws/rules/regulations and documents, as well as how to effectively present information and materials at public meetings, conferences, conventions, etc.
- Work with contractors assisting with community involvement activities.

To learn more about us, our organizational habits known as the ADEQ Way, our culture, and other positions we have open, visit us at [DEQ/careers](#)

IDEAL CANDIDATE

Ideal candidate will possess:

- Bachelor's degree in Environmental Science, Communications, Public Relations, or a related field.
- 2 years of environmental experience in a regulatory agency, consulting, government or private industry.
- 1 year of community involvement or public relations experience.
- Knowledge of public participation practices, policies, procedures, laws, and regulations as they relate to AZ and to public participation; preparation of written and visual materials to be presented to public and for use in training and information sharing; public administration theory and practice as it relates to program planning, budgeting, and design.
- Excellent interpersonal and problem solving skills and attention to detail. Excellent skills in multitasking. Strong customer service and public speaking skills. Driving required.

BENEFITS

Among the many benefits of a career with the State of Arizona, there are:

- 10 paid holidays per year
- Accrual of sick and annual leave at 12 and 13 days per year respectively
- A top-ranked [retirement program](#) with lifetime pension benefits

- A [robust and affordable insurance](#) plan to include medical, dental, life, short-term and long-term disability
- An incentivized [commuter club](#) and public transportation [subsidy program](#)
- We promote the importance of work/life balance by offering workplace flexibility
- We offer a variety of learning and career development opportunities

Click **APPLY** to submit your resume

Arizona State Government is an AA/EEO/ADA Reasonable Accommodation Employer. Hired employees will be subject to E-Verify. Persons with a disability may request a reasonable accommodation such as a sign language interpreter or an alternative format by contacting HPO@azdeq.gov. Requests should be made as early as possible to allow time to arrange the accommodation. Having trouble applying? Email HRIShelpdesk@azdoa.gov or call 602-542-4700 for assistance