

# NOW HIRING

## MARAMA

### Executive Director

The Mid-Atlantic Regional Air Management Association, Inc. (MARAMA) is seeking an Executive Director for its regional program supporting local and state air pollution control agencies.

MARAMA is a 501(c)3 not-for-profit voluntary association of ten state and local agencies.

Our mission is to strengthen the capabilities of member agencies and help them work together to reduce air pollution impacts in the region.

We conduct training and technical studies, support the Mid-Atlantic Diesel Collaborative, and work closely with the Ozone Transport Commission, the Mid-Atlantic/Northeast Visibility Union, and the U.S. Environmental Protection Agency.

**Full time, salaried position in Baltimore County, Maryland.**

**Salary:** Negotiable

**Benefits:** Paid federal holidays, vacation, sick, and personal leave. Health and dental insurance and 401(k) plans available.

**Travel:** Attend regional and national meetings involving overnight travel approximately monthly.

#### Required Qualifications:

- Bachelor's degree is required, and master's degree is preferred in studies relevant to the position, such as engineering, public administration, planning, legal studies, project management, or physical, environmental, or biological sciences.
- Able to analyze and synthesize policy-relevant information related to air quality management.
- Extensive knowledge and experience in air quality management, including local, state, and federal regulatory and legal processes, policy, and/or technical areas.
- Substantial experience managing budgets.
- Strong management and leadership skills and experience, including strategic planning, effectively managing staff, and project management and team building.
- Possess strong written and verbal communication skills—a persuasive and passionate communicator with excellent skills in interpersonal relations.
- Able to work effectively in collaboration with diverse groups and multiple perspectives.
- Experience working with teams to identify best practices in air quality improvement and communicating information to senior policy staff.

#### Roles and responsibilities of the Executive Director:

- Manage MARAMA's training program, technical projects, diesel emission reduction projects, and regional coordination activities;
- Maintain communication with the MARAMA Board of Directors, staff, member agency personnel and EPA, to identify technical and training needs, set priorities, and develop strategic plans, goals, and projects;
- Prepare grant applications, budgets, and work plans, and ensure grant requirements and conditions are met;
- Manage staff and budgets and maintain policies and procedures in an efficient and professional manner in compliance with requirements for nonprofit organizations.
- Represent MARAMA in various forums, write position statements and make presentations;
- Work with other regional and national organizations to share information and meet common goals.

#### How to Apply

Please submit by **JULY 17, 2019:**

- **Cover letter** that includes:
  - In what areas of air quality do you have experience;
  - Include the number of years along with a few example projects that you have either managed or participated in as a lead;
  - Include work that you have managed that included developing budgets and/or reviewing contracts.
- **Resume**

Email to: Julie McDill at [jmcdill@marama.org](mailto:jmcdill@marama.org) and  
Mike Abraczinskas at  
[Michael.Abraczinskas@ncdenr.gov](mailto:Michael.Abraczinskas@ncdenr.gov)