

Who we are:

The Department of Environment and Conservation exists to enhance the quality of life for citizens of Tennessee and to be stewards of our natural environment.

We foster a work environment that's inclusive as well as diverse, where our people can be themselves. Every idea and perspective are valued so that our culture reflects the people we serve.

Our department is committed to providing a cleaner, safer environment that goes together with economic prosperity and increased quality of life in Tennessee. We deliver on our mission through managing regulatory programs that maintain standards for air, water and soil quality while aiding businesses and communities in areas ranging from recreation to waste management. We manage the state park system and programs to inventory, interpret and protect Tennessee's rich natural, historical, and archaeological heritage.

About the Office of Policy and Planning (OPP):

TDEC's Office of Policy & Planning conducts policy research and analysis, coordinates strategic planning and initiatives, and performs Title VI and Environmental Justice functions that are necessary to fulfill the Department's mission. OPP works collaboratively within the Department and with other federal, state, and external partners to implement strategic initiatives and identify innovative, cost effective opportunities for state government to enhance the quality of life for Tennessee citizens and the natural environment.



TDEC Policy Analyst Environmental Justice Coordinator Office of Planning and Policy

Annual Salary Range: \$59,700 - \$89,496

Overview:

The Office of Planning and Policy (OPP) TDEC Policy Analyst position is an Executive Service position reporting to an OPP TDEC Senior Policy Analyst. We are seeking candidates who excel in a small and collaborative team, can balance multiple projects, and are passionate about advancing environmental justice (EJ). The preferred candidate will have experience with EJ work, including program design and implementation, utilizing mapping tools, and outreach and engagement. The position is in TDEC's Central Office in Nashville, TN. OPP uses a hybrid work model with in-person and remote work scheduling.

This position requires a Bachelor's Degree in one of the following areas: Community Engagement, Environmental Policy, Environmental Science, Law, Planning, Public Administration, or Public Health, with a preferred minimum of two years of experience. A graduate degree in a relevant field may be considered a replacement for fewer years of experience. The preferred candidate will have the proven ability to foster collaboration across diverse constituencies; strong communication and interpersonal skills to communicate effectively, both verbally and in writing; self-motivation with capabilities to work independently or collaboratively; ability to travel throughout Tennessee; knowledge of environmental justice issues; and experience with mapping tools and/or GIS. Candidates must meet the minimum qualifications (MQs) for this position. For MQs and how to apply, please visit <http://www.tn.gov/careers>.

Highlighted Responsibilities:

- Lead the coordination of TDEC's EJ program, including the development and implementation of policies, guidance, and best practices.
- Develop and lead trainings for TDEC staff and other key stakeholders.
- Serve as the TDEC liaison for local, regional, and federal EJ initiatives.
- Support TDEC Divisions by utilizing EJ mapping tools and other data sources to generate analyses and reports (experience preferred not required).
- Collaborate with TDEC's Office of External Affairs to cultivate and maintain relationships with state agencies, local officials, and community groups working on EJ issues.
- Support outreach and education opportunities throughout the state at key meetings and community events.
- Support development of grant applications for EJ projects in Tennessee.
- Assist OPP Director and Senior Policy Analysts with responding to proposed state or federal policies (laws, regulations, and initiatives), including environmental reviews, funding, priorities, and programs.

Pursuant to the State of Tennessee's Workplace Discrimination and Harassment policy, the State is firmly committed to the principle of fair and equal employment opportunities for its citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination and harassment in the workplace. It is the State's policy to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status or any other category protected by state and/or federal civil rights laws.