



Director of Resource Management Services

Department: Resource Management Services

Revised: April 22, 2025

DESCRIPTION

Responsible for the overall coordination of a multi-County Integrated Solid Waste Program. Responsible for the long-term planning and overall coordination of a six-county servicing area as it relates to Municipal Solid Waste, Residual Waste, sewage sludge, asbestos, ash, and construction/demolition wastes and recyclable materials. Responsible for developing operating policies and procedures. Advises and makes recommendations to the Lycoming County Commissioners on all issues and matters impacting Lycoming County relating to present and new projects/developments and acquisitions, power sales (electricity), Landfill gas, present and future needs of waste processing and Recycling operations and future technology changes pertaining to all areas of Resource Management Services. Work is performed under the general supervision of the Director of Administration.

SPECIFIC DUTIES

- Defines and re-evaluates Resource Management Services goals/objectives and mission statement as needed.
- Plans and directs work of all Lycoming County Resource Management Services staff.
- Monitors and anticipates changing environmental, financial, and other conditions and takes appropriate actions or makes recommendation on changes as needed.
- Secures and responds to technical advice, evaluation and assistance from DEP, the Lycoming County Economic and Community Development Services and appropriate consultants or resource personnel.

SUPERVISORY RESPONSIBILITIES

Directly supervises the Deputy Director/Operations Manager, Business Manager, Safety Training Coordinator, and Professional Engineer. Indirectly manages the entire staff of Resource Management Services.

WORKING CONDITIONS

Required to be available during office hours and during emergency situations as they arise at the RMS facilities. Attends night meetings and travels distances to state wide and national meetings. Required to respond to hazardous situations at the Landfill, Transfer station and Recycling Center and represents RMS under prevailing conditions at the site of the emergency. Working

hours are subject to the demands of the job and may frequently extend well beyond the normal workweek.

JOB REQUIREMENTS

- Fully qualified requires a Master's degree and or a Bachelor's degree and five (5) years' experience in public or private landfill operations or related experience.
- Certifications through the Solid Waste Association of North America (SWANA) and the Professional Recyclers of Pennsylvania (PROP)
- Familiarity with state and federal regulations pertaining to solid waste disposal and the operational and maintenance of a landfill.
- Managerial experience with planning, project management, and budgetary responsibility.
- Effective writing and interpersonal skills as necessary to interact with employees, landfill customers, County Commissioners, media, local, state, and federal government officials.
- Must submit to and pass a pre-employment drug screening and background check per County policy.

Company Description

County of Lycoming is a county in the U.S. Commonwealth of Pennsylvania and comprises the Williamsport Metropolitan Area. Lycoming is Pennsylvania's largest county by area and is a great place to live and work, offering outdoor adventures, history and culture, and sporting events.

Providing quality customer service to our citizens, business owners and visitors is County of Lycoming's top priority and that starts with our employees.

We offer an award-winning comprehensive benefits package, including generous paid holidays and vacation, a deferred benefit retirement plan, deferred compensation retirement plan availability, affordable medical and dental coverage, innovative wellness programs, extensive professional development opportunities, and more.

County of Lycoming is an Equal Opportunity Employer