



**DIRECTOR OF THE
RAPPAHANNOCK REGIONAL LANDFILL
STAFFORD COUNTY, VIRGINIA**



PUBLIC SECTOR EXECUTIVE RECRUITMENT



The Organization

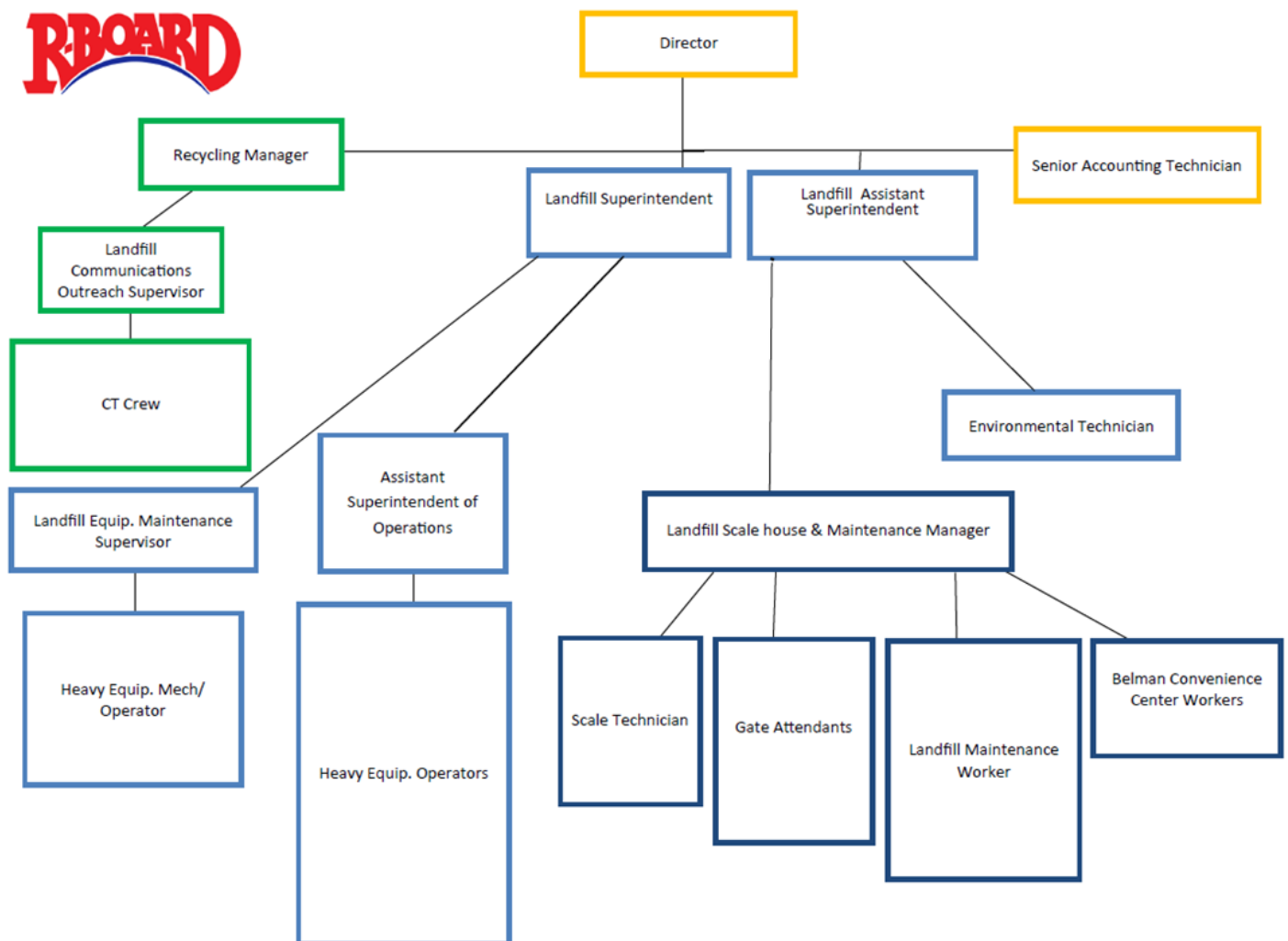
The Rappahannock Regional Landfill operates under a Joint Powers agreement between Stafford County and the City of Fredericksburg. The Director is a Stafford County employee who also serves at the pleasure of the Rappahannock Regional Solid Waste Management Board (R-Board). The R-Board aspires to operate the best-run landfill in Virginia by practicing environmentally sound waste management policies and having an active recycling program. The team strives to provide professional, courteous and intelligent solutions to the waste disposal needs of citizens in Stafford County and the City of Fredericksburg. The Rappahannock Regional Landfill has a budget of \$8.9 million for Fiscal Year 2022. Between the Regional Landfill in Stafford and the Belman Road Convenience Center in Fredericksburg, there are 38 full-time and 4 part-time Landfill employees. The Board develops and submits a [Solid Waste Management Plan](#) to the Virginia Department of Environmental Quality for approval and recertification every 5 years. In an effort to be the best in municipal and county solid waste management, the Board facilitates responsible trash disposal, provides recycling opportunities and promotes renewable energy generation.

Employees of the Rappahannock Regional Landfill are employees of Stafford County, resulting in alignment of the County's six key values which are integrated into the organization and support the community and each other: Customer First, Stronger Together, Infinite Possibilities, Ardent Learners, Unwavering Respect, and Proactive Ownership. The County promotes and values leadership at all levels that empower and engages employees in the decision-making processes. Through a performance management system, the organization focuses on developing its employees which enables employees to grow and advance within the organization.

The R-Board

The R-Board is composed of six (6) members, two (2) elected officials and the Chief Administrative Officers of each of the two (2) jurisdictions, which operate the regional landfill. Day to day operations are overseen by the County Administrator in conjunction with the City Manager. No tax dollars fund our facilities. The landfill is self-sustaining, as revenue is produced through fees charged to dispose of trash at the landfill and goes directly into the operating fund.

Landfill Organizational Chart



The Position

Stafford County is a high-performing local government organization that maintains a culture embracing inclusion and inspiring individual and organizational excellence. As an employee of Stafford County, the Director of the Rappahannock Regional Landfill will participate in the County's Executive Leadership Team and help to promote the overall culture of the organization and the department. The Director of the Rappahannock Regional Landfill position requires an individual who is a strong self-starter in order to provide dynamic leadership of the Regional Landfill Operations. This position provides vision and organizational strategy for R-Board solid waste disposal, recycling, litter, and community outreach activities to include regulatory compliance. Work is performed under the general supervision of the Rappahannock Regional Landfill Board of Directors (R-Board) and the County Administrator of Stafford County. Supervision is exercised over all Landfill employees.

Key Job Functions:

- Provides leadership and strategic direction to all staff and operations at the Regional Landfill;
- Practices financial acumen and oversees development of the annual budget and Capital Improvement Program; monitors budgeted expenditures with sound financial approaches;
- Maintains awareness of existing and impending regulatory requirements and assures compliance with all local, State, and Federal regulations regarding Landfill operations;
- Assures timely collection of data and reporting on landfill activities;
- Advises and assists in the surveillance, investigation, and inspection of solid waste and disposal problems; Evaluates the effectiveness of operations; investigates and implements new initiatives designed to improve landfill operation and efficiency;
- Uses effective communication skills and promotes team building to foster a motivated and engaged culture.
- Implements and facilitates training programs for regional landfill employees to include specific task training, customer service and conflict management skills; Ensures adherence to safe work practices and procedures;
- Prepares and assembles materials for R-Board meetings;
- Establishes positive working relationships with members of the R-Board, Stafford County, the City of Fredericksburg, and the surrounding community.



Organizational Vision

Through a culture of enthusiasm, creativity, and continuous improvement, we serve to make a difference.

Organizational Values

Proactive Ownership

We take initiative and act on the belief that our everyday efforts, no matter how small, will have far-reaching effects on the entire organization

Infinite Possibilities

We encourage imagination, opportunities and solutions in our delivery of service

Customer First

We value, respect, and listen to both our internal and external customers. We take responsibility in our words and in our actions to create a positive experience for all.

Stronger Together

We expect and encourage participation and collaboration every day.

Ardent Learners

We are committed to continuous learning and growth opportunities

Unwavering Respect

We value and appreciate each other

The Ideal Candidate

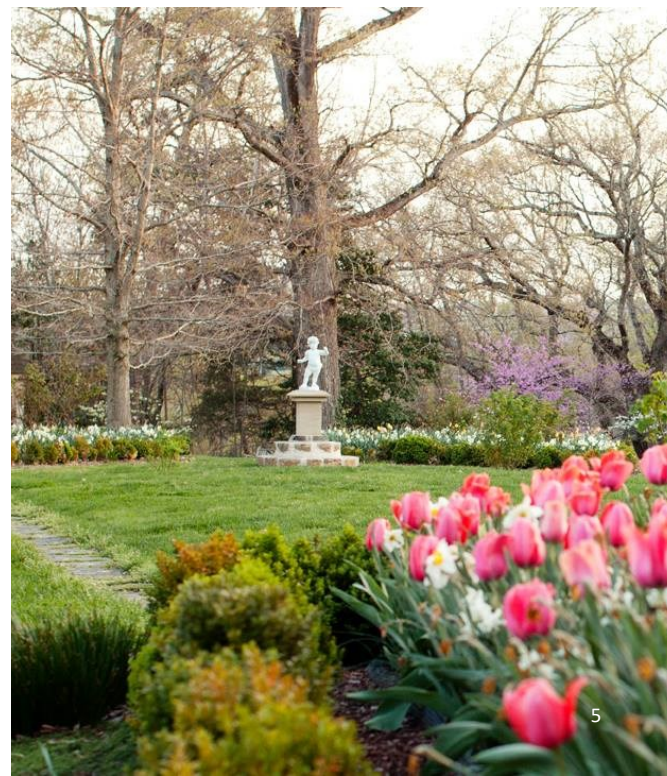
Stafford County is seeking a proven leader and experienced professional for the position of Director of the Rappahannock Regional Landfill. This position requires strong skills in leadership, communication, relationship building, and business acumen. The ideal candidate will demonstrate an extensive knowledge of sound management practices and promote leadership at all levels by empowering others to be resourceful and engage in the decision-making process.

Professional Skills and Management Style

- Thorough knowledge of the practices, methods, techniques, and regulatory requirements involved in the sanitary operation of a solid waste disposal landfill;
- Thorough knowledge of local, State, and Federal laws related to landfill operations;
- Ability to analyze complex data and communicate it to various audiences through multiple forms of media (written reports, verbal presentation, etc.);
- Ability to collaborate, make decisions, and delegate tasks to ensure work is completed in a timely manner;
- Strong knowledge of budget development and implementation
- Ability to see the "big picture" and develop long-range strategies
- Must establish and maintain effective working relationships with Board members, County officials, partner agencies, employees, and vendors, at all organizational levels, to include the public.
- Creative problem-solver and strong negotiation skills
- Fair and consistent in interpreting and applying policies, ordinances and regulations

Education and Experience

- Bachelor's degree from an accredited college or university, with major course work in public administration, environmental management, engineering, business, or related field;
- Five to nine years professional and managerial experience in operating sanitary landfills, including regulatory requirements;
- OR, any combination of education, training, and/or experience that provides the necessary knowledge, skills, and abilities;
- Experience in leading high-performance teams;
- Solid Waste Association of North America Landfill Manager certification preferred.



Compensation and Benefits

The hiring range for the Director of the Rappahannock Regional Landfill position is \$130,000 to \$163,000 and will depend on the qualifications of the successful candidate. The full salary range of this position is \$110,177.60 - \$187,304.00 allowing opportunity for professional growth within the role. Benefits include but are not limited to:

- Participation in the Virginia Retirement System
- Medical, dental, and vision: a summary of current premiums are listed below, additional tiers are available.

Medical Plan Option	Premium PPO	Core PPO	HDHP with HSA
Employee Only (monthly)	\$99	\$32	\$26
Family (monthly)	\$323	\$140	\$115

Dental Plan Option	High Option	Low Option
Employee Only (monthly)	\$5	\$5
Family (monthly)	\$20	\$17

- Group life and disability insurances
- Vacation, administrative, holiday and sick leave
- Employee Assistance Program
- Professional dues, and conference expenses.

Stafford County values a culture of diverse perspectives and life experiences. The organization embraces innovation, collaboration and continuous learning, offering job stability and an opportunity to serve and support the growing community. Stafford County is an equal opportunity employer with a commitment to an inclusive workforce.

Application and Selection Process

Qualified candidates please submit your cover letter and resume online by visiting our website at:

<https://bakertilly.recruitmenthome.com/postings/3114>

This position is open until filled; first review of resumes occurs on Monday, October 25, 2021. Following this date, applications will be screened against criteria outlined in this brochure. For more information or to request accommodations, please contact Anne Lewis at anne.lewis@bakertilly.com or 703-923-8214.

For more information about Stafford County, visit: <https://staffordcountyva.gov/>



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