# POSITION DESCRIPTION

# Assistant Secretary for Environmental Management, Department of energy

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| **OVERVIEW** |
| Senate Committee | Armed Services jointly with Energy and Natural Resources |
| Agency Mission | To ensure America's security and prosperity by addressing its energy, environmental and nuclear challenges through transformative science and technology solutions |
| Position Overview | The assistant secretary for environmental management is responsible for completing the safe cleanup of the environmental legacy resulting from five decades of nuclear weapons development and government-sponsored nuclear energy research. |
| Compensation | Level IV $155,500 (5 U.S.C. § 5315)[[1]](#endnote-1) |
| Position Reports to | Undersecretary for Management and Performance[[2]](#endnote-2) |
| **RESPONSIBILITIES** |
| Management Scope | The assistant secretary for environmental management had $5.83 billion in budget outlays in fiscal 2014.[[3]](#endnote-3) |
| Primary Responsibilities | * Completes environmental cleanup of the national nuclear weapons complex
* Manages and directs the cleanup of 107 contaminated nuclear weapons manufacturing and testing sites located in 35 states across the U.S.
* Ensures the safe disposition of large volumes of nuclear waste; safeguards materials that could be used in nuclear weapons; deactivates and decommissions several thousand contaminated facilitates no longer needed to support the Department of Energy's (DOE) mission; and remediates extensive surface and groundwater contamination
* Provides leadership and develops mission strategies, policy and guidance for DOE's environmental cleanup program and associated activities at DOE sites
* Provides policy direction and long-term planning to environmental management field elements and other DOE sites across the complex
* Provides budget formulation and execution guidance that facilitates risk reduction and cleanup
* Directs policy for the transition of contaminated departmental facilities starting from the initial shutdown and continuing through decontamination and decommissioning to the eventual disposition
* Ensures that the organization promotes diversity and equal employment opportunities consistent with departmental policies and requirements
* Serves as the environmental management acquisition executive
* Ensures that the organization promotes small-business initiatives
* Represents the department regarding its clean-up mission vision to Congress, the Office of Management and Budget, state and local authorities and other stakeholders[[4]](#endnote-4)
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| Strategic Goals and Priorities | [Depends on the policy priorities of the administration] |
| **REQUIREMENTS AND COMPETENCIES** |
| Requirements | * Proven leadership experience at federal or state government or industry levels in leading nuclear operations; construction; environmental restoration; health, safety and quality assurance; safeguards and security; and emergency management
* Experience in leading diverse stakeholders through legislative approaches (vital)
* Knowledge of key environmental laws and regulations (critical)
* Advanced degree in engineering or scientific areas (preferred)
* Experience conducting and assessing national strategies for reducing risk and environmental liability (critical)
* Experience in program and acquisition management of national projects that pose significant risks to public health and safety
* Experience assessing progress made in reducing risk and environmental liabilities.
* Experience leading complex, geographically dispersed programs
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| Competencies | * Ability to lead and discuss complex technical and scientific issues with Congress; international, state and local governments; stakeholder groups; and tribal nations
* Strong communication skills for extensive public-speaking engagements
* Willingness to travel extensively
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| **PAST APPOINTEES** |
| Monica C. Regalbuto (2015 to 2017): Associate Principal Deputy Assistant Secretary, Office of Environmental Management, Department of Energy; Deputy Assistant Secretary of Fuel Cycle Technologies, Office of Nuclear Energy, Department of Energy; Senior Program Manager, Office of Environmental Management, Department of Energy[[5]](#endnote-5) |
| Ines R. Triay (2009 to 2012): Principal Deputy Assistant Secretary, Office of Environmental Management, Department of Energy; Chief Operations Officer, Office of Environmental Management, Department of Energy; Deputy Chief Operations Officer, Office of Environmental Management, Department of Energy[[6]](#endnote-6) |
| James A. Rispoli (2005 to 2008): Director, Office of Engineering and Construction Management, Department of Energy; Vice President and Managing Principal, Dames & Moore’s Pacific Ocean Area Operations; President, M&E Pacific[[7]](#endnote-7) |

1. The Consolidated Appropriations Act, 2017 (Public Law 115-31, May 5, 2017), contains a provision that continues the freeze on the payable pay rates for certain senior political officials at 2013 levels during calendar year 2017. [↑](#endnote-ref-1)
2. https://energy.gov/sites/prod/files/2017/01/f34/DOECHART-2017-01.pdf [↑](#endnote-ref-2)
3. Leadership Directories: https://lo.bvdep.com/OrgDocument.asp?OrgId=-1&LDIBookId=19&LDIOrgId=152910&LDISecId=180&FromRecent=0&Save=1&Position=-1#O152910 [↑](#endnote-ref-3)
4. OPM [↑](#endnote-ref-4)
5. https://energy.gov/em/articles/dr-monica-regalbuto-confirmed-doe-assistant-secretary-environmental-management [↑](#endnote-ref-5)
6. http://www.allgov.com/officials/triay-in%C3%A9s?officialid=28894 [↑](#endnote-ref-6)
7. https://www.ncsu.edu/CIL/cnpps/Rispoli.html [↑](#endnote-ref-7)