



## State of Washington Environmental Planner 4 (EP4)

<b>SALARY</b>	\$6,259.00 - \$8,415.00 Monthly \$75,108.00 - \$100,980.00 Annually	<b>LOCATION</b>	Thurston County – Olympia, WA
<b>JOB TYPE</b>	Full Time - Permanent	<b>REMOTE EMPLOYMENT</b>	Flexible/Hybrid
<b>JOB NUMBER</b>	2025-8-A469/A470-05825	<b>DEPARTMENT</b>	Dept. of Natural Resources
<b>OPENING DATE</b>	08/19/2025	<b>CLOSING DATE</b>	9/7/2025 11:59 PM Pacific
<b>SALARY INFORMATION</b>	The high end of the salary range, Step M is typically a longevity step		

### Description



**Environmental Planner 4 (EP4)**  
**Recruitment #2025-8-A469/A470**  
**Full-time, Permanent, Represented position (WFSE)**  
**Location: Natural Resources Building- Olympia, WA**  
**Work Hours and Partial Telework flexibility may be available and considered**  
**Salary: \$6,259.00 - \$8,415.00 Monthly**

**Review of applications is ongoing.** We reserve the right to make a hiring decision or close this recruitment at any time after 08/26/2025. It is in your best interest to submit materials as soon as possible.

#### **Want to join something GREAT and make a difference?**

The Department of Natural Resources (DNR) is looking for an Environmental Planner 4 to help shape the future of Washington's forests. This is a great opportunity to contribute to sustainable forest management and support vital public revenue by leading key environmental planning efforts—including preparing Environmental Impact Statements (EIS), conducting Environmental Justice Assessments, and developing forest management alternatives for the Sustainable Harvest Calculation. Join a passionate team making a real impact on our state's natural resources!

### Duties

**Responsibilities:**

- Serve as Environmental Justice (EJ) Project Manager, leading engagement strategies and integrating EJ into agency planning efforts.
- Prepare and update Environmental Justice Assessments (EJAs), analyzing impacts on overburdened communities, vulnerable populations, and Tribes.
- Coordinate and facilitate public and Tribal engagement, ensuring accessible and inclusive communication.
- Collaborate with interdisciplinary teams to support the Sustainable Harvest Calculation and related initiatives.
- Lead complex environmental planning projects, including environmental impact analysis and development of forest management alternatives.
- Provide technical guidance and policy support related to Environmental Justice and forest planning processes.
- Communicate findings and project updates to internal leadership, partners, and the public.

**Qualifications****Required Qualifications:**

- A Bachelor's degree with a major study in natural resources (e.g., natural resource planning, forestry, landscape ecology, fire science, wildlife biology), public policy and administration with an environmental emphasis, geography, or a closely related field;  
AND Five (5) years of professional work experience in natural resources planning, forest ecology, silviculture, fire science, landscape ecology, forest management, wildlife management, public policy and administration, geography, or a closely related field relying on the required position knowledge, skills, abilities, and behaviors;  
OR an equivalent combination of education and/or experience.
- Experience with planning and project management principles, methods, and techniques related to natural resources management.
- Experience writing and translating complex technical, policy, and land management concepts for average readers.
- Experience working with the State Environmental Protection Act and Environmental Impact Statement process.
- Experience with ArcGIS and related database software to map and analyze natural resource data.
- Expert verbal and written communication skills, including both the ability to receive/interpret complex information, as well as the ability to convey complex information to technical and non-technical audiences.
- Accustomed to using standard word processing software and tools, as well as data management and analysis skills. Competency utilizing MS PowerPoint, MS Excel, and MS Word.
- Familiarity with identifying, maintaining, and improving internal and external key relationships.
- Commitment to fostering and supporting an environment that honors diversity, equity, inclusion, and environmental justice practices.
- Perform assigned duties in a manner consistent with applicable laws, regulations, and public records retention and requests are followed.
- DNR Core Competencies:
  - Personal Accountability
  - Value Others
  - Compassionate Communication
  - Inspire Others
  - Commitment to Excellence

**Special Requirements and Conditions of Employment:**

- The assigned duty station is the Natural Resources Building in Olympia; the majority of time (95%) will be spent indoors. The building environment consists of a cubicle workstation with a computer in an open area that is subject to loud noises from nearby conversations, telephones, ventilation, and "white noise". Occasionally (5% or less), time may be spent in the various regions participating in site visits (which may include field site settings).
- The position requires a minimal amount of travel (5% or less) from Olympia to one of the six regions of the state or to meeting locations throughout the state. Overnight travel is required in this position when visiting some region offices and the field due to long travel distances. Agency vehicles are available for use.

**Desired Qualifications:**

- Master's or doctorate in natural resources (e.g., natural resource planning, forestry, landscape ecology, fire science, wildlife biology), public policy and administration with an environmental emphasis, geography, or a closely related field.
- At least six (6) months or more of experience as an environmental planner 4.
- Strong understanding of the natural resources regulatory environment over the Uplands Program at the Department of Natural Resources, including: DNR Habitat Conservation Plan, Policy for Sustainable Forests, and the State Environmental Policy Act. Ability to interpret and apply agency policy.
- Supervisory experience.
- General knowledge of social/political dynamics that influence resource plan development.
- Demonstrated ability to think creatively, to take initiative, and to function effectively and responsibly with little supervision in a team setting.
- Ability to understand and implement the business needs of the state land programs.
- Experience writing, reviewing, and editing EIS documents.

**Don't let doubts stop you from applying for this position.** If you have any questions about the required qualifications or how your experience relates to them, please contact us at [DNRrecruiting@dnr.wa.gov](mailto:DNRrecruiting@dnr.wa.gov). A note to potential candidates: Studies have shown that women, trans, non-binary, Black, Indigenous, and people of color (BIPOC) are less likely to apply for jobs unless they feel they meet every qualification as described in a job description. We value diversity and inclusion in our organization, and we are looking for the best person for the job. Don't hesitate to apply!

## Supplemental Information

**Application Requirements:** Failure to provide the listed documents may result in disqualification. If you have questions or difficulty attaching these documents, please contact [dnrrecruiting@dnr.wa.gov](mailto:dnrrecruiting@dnr.wa.gov).

- **Apply online:** at [www.careers.wa.gov](http://www.careers.wa.gov) (Click on the APPLY button above).
- **Letter of interest:** describing your specific qualifications for the position and the position required, desired, and special requirements.
- **Resume:** that details your experience and qualifications.
- **References:** 3-5 professional references with current telephone numbers, to include your 2 most recent supervisors. You may attach a document, use the References text field in the online application, or include it with your resume.
- **Important:** Do not attach any documents that include photos or private information (Social Security number, year of birth, etc.).
- **Complete all supplemental questions.**
- Candidates who move forward in the recruitment process may be contacted via email at [info@governmentjobs.com](mailto:info@governmentjobs.com) with interview information/scheduling instructions. Please monitor the email listed in your application materials and check your junk email folder to ensure you receive those communications.

**Questions?** Please contact Sharon Lumbantobing at [Sharon.Lumbantobing@dnr.wa.gov](mailto:Sharon.Lumbantobing@dnr.wa.gov) / (564) 233-9701 or email us at [DNRrecruiting@dnr.wa.gov](mailto:DNRrecruiting@dnr.wa.gov).

Persons needing accommodation in the application/testing process or this job announcement in an alternative format may call (360) 522-2500 or email [DNRrecruiting@dnr.wa.gov](mailto:DNRrecruiting@dnr.wa.gov). Applicants who are deaf or hard of hearing may call through the [Washington Relay Service](http://www.washingtonrelay.com) by dialing 7-1-1 or 1-800-833-6384.

## About the Department of Natural Resources (DNR).

At DNR, we approach our work through the lens of making Washington a better place environmentally and are dedicated to serving Washington's lands and communities through diversity, equity, and inclusion.

**Our Vision** – Our actions ensure a future where Washington's lands, waters, and communities thrive.

**Our Mission** – Manage, sustain, and protect the health and productivity of Washington's lands and waters to meet the needs of present and future generations.

### Our Core Values:

- **Safety and Well-Being** —Our top priority is the safety of the public and our employees.
- **Public Service** —We value and respect the public we serve, and we value and respect the people of the Department of Natural Resources who step up to serve.

- Innovation and Creative Problem-Solving — We solve our state's most pressing challenges through innovative thinking, dedication, and bold and creative vision.
- Leadership and Teamwork — We are committed to building leaders at all levels and building teams for success.

**DNR provides excellent benefits, a few of which include:**

- Commitment to organizational health and wellness
- Work/life balance
- DNR Employee Resource Groups (Diversity, Equity and Inclusion Council, Women's Employee Resource Group, Veterans Employee Resource Group, etc.)
- Statewide Employee Business Resource Groups, [visit here to learn more](#)
- Leadership that empowers and supports employees
- Professional development opportunities
- Educational and career development aid
- Public Service Loan Forgiveness Eligibility
- Opportunities to participate in wildland fire suppression assignments
- A comprehensive benefits package includes employer contributions toward health insurance, paid holidays, retirement plans, sick leave, and vacation days. Visit <http://careers.wa.gov/benefits.html> for more information.

**Additional Information:**

This recruitment may be extended and used to fill future similar vacancies for up to sixty (60) days.

DNR does not use the E-Verify system. For more information, please visit [www.uscis.gov](http://www.uscis.gov).

Veterans wishing to claim Veteran's preference, please attach a copy of your DD-214, NGB-22, or other verification of military service. Please black out your Social Security number before attaching it. We thank you and are grateful for your service!

Equal Opportunity Employer: The Washington State Department of Natural Resources is an equal opportunity employer. We strive to create a working environment that includes and respects cultural, racial, ethnic, sexual orientation, and gender identity diversity. Women, racial and ethnic minorities, persons with disability, persons over 40 years of age, veterans, military spouses or people with military status, and people of all sexual orientations and gender identities are encouraged to apply.

Once you submit your online application, you can check your status by logging into your account. If you experience technical difficulties creating, accessing, or completing your application, call 360-664-1960 or 1-877-664-1960 or email [CareersHelp@des.wa.gov](mailto:CareersHelp@des.wa.gov).

**Check us out on:** [DNR's website](#) | [Facebook](#) | [Twitter](#) | [Instagram](#) | [YouTube](#) | [WordPress](#)

## Benefits

### More than Just a Paycheck!

Employee benefits are not just about the kind of services you get, they are also about how much you may have to pay out of pocket. Washington State offers one of the most competitive benefits packages in the nation.

We understand that your life revolves around more than just your career. Like everyone, your first priority is ensuring that you and your family will maintain health and financial security. That's why choice is a key component of our benefits package. We have a selection of health and retirement plans, paid leave, staff training and other compensation benefits that you can mix and match to meet your current and future needs.

### Read about our benefits:

*The following information describes typical benefits available for full-time employees who are expected to work more than six months. Actual benefits may vary by appointment type or be prorated for other than full-time work (e.g. part-time); view the job posting for benefits details for job types other than full-time.*

**Note:** *If the position offers benefits which differ from the following, the job posting should include the specific*

*benefits.*

### Insurance Benefits

Employees and their families are covered by medical (including vision), dental and basic life insurance. There are multiple medical plans with affordable monthly premiums that offer coverage throughout the state.

Staff are eligible to enroll each year in a medical flexible spending account which enables them to use tax-deferred dollars toward their health care expenses. Employees are also covered by basic life and long-term disability insurance, with the option to purchase additional coverage amounts.

To view premium rates, coverage choice in your area and how to enroll, please visit the [Public Employees Benefits Board \(PEBB\) website](#). The [Washington Wellness](#) program from the Health Care Authority works with PEBB to support our workplace [wellness programs](#).

[Dependent care assistance](#) allows the employee to save pre-tax dollars for a child or elder care expenses.

Other insurance coverage for auto, boat, home, and renter insurance is available through payroll deduction.

The [Washington State Employee Assistance Program](#) promotes the health and well-being of employees.

### Retirement and Deferred Compensation

State Employees are members of the Washington Public Employees' Retirement System (PERS). New employees have the option of two employer contributed retirement programs. For additional information, check out the [Department of Retirement Systems'](#) web site.

Employees also have the ability to participate in the [Deferred Compensation Program](#) (DCP). This is a supplemental retirement savings program (similar to an IRA) that allows you control over the amount of pre-tax salary dollars you defer as well as the flexibility to choose between multiple investment options.

### Social Security

All state employees are covered by the federal [Social Security](#) and Medicare systems. The state and the employee pay an equal amount into the system.

### Public Service Loan Forgiveness

If you are employed by a government or not-for-profit organization, and meet the qualifying criteria, you may be eligible to receive student loan forgiveness under the [Public Service Loan Forgiveness Program](#).

### Holidays

Full-time and part-time employees are entitled to paid holidays and one paid personal holiday per calendar year.

**Note:** Employees who are members of certain Unions may be entitled to additional personal leave day(s), please refer to position specific [Collective Bargaining Agreements](#) for more information.

Full-time employees who work full monthly schedules qualify for holiday compensation if they are employed before the holiday and are in pay status for at least 80 nonovertime hours during the month of the holiday; or for the entire work shift preceding the holiday.

Part-time employees who are in pay status during the month of the holiday qualify for the holiday on a pro-rata basis. Compensation for holidays (including personal holiday) will be proportionate to the number of hours in pay status in the month to that required for full-time employment, excluding all holiday hours. Pay status includes hours worked and time on paid leave.

### Sick Leave

Full-time employees earn eight hours of sick leave per month. Overtime eligible employees who are in pay status for

less than 80 hours per month, earn a monthly proportionate to the number of hours in pay status, in the month to that required for full-time employment. Overtime exempt employees who are in pay status for less than 80 hours per month do not earn a monthly accrual of sick leave.

Sick leave accruals for part-time employees will be proportionate to the number of hours in pay status, in the month to that required for full-time employment. Pay status includes hours worked, time on paid leave and paid holiday.

#### Vacation (Annual Leave)

Full-time employees accrue vacation leave at the rates specified in [WAC 357-31-165](#)(1) or the applicable collective bargaining agreement (CBA). Full-time employees who are in pay status for less than 80 nonovertime hours in a month do not earn a monthly accrual of vacation leave.

Part-time employees accrue vacation leave hours in accordance with [WAC 357-31-165](#)(1) or the applicable collective bargaining agreement (CBA) on a pro rata basis. Vacation leave accrual will be proportionate to the number of hours in pay status, in the month to that required for full-time employment.

Pay status includes hours worked, time on paid leave and paid holiday.

As provided in [WAC 357-58-175](#), an employer may authorize a lump-sum accrual of vacation leave or accelerate the vacation leave accrual rate to support the recruitment and/or retention of a candidate or employee for a Washington Management Service position. Vacation leave accrual rates may only be accelerated using the rates established WAC 357-31-165.

**Note:** Most agencies follow the civil service rules covering leave and holidays for **exempt** employees even though there is no requirement for them to do so. However, agencies are required to adhere to the applicable RCWs pertaining holidays and leave.

#### Military Leave

Washington State supports members of the armed forces with 21 days paid military leave per year.

#### Bereavement Leave

Most employees whose family member or household member dies, or for loss of pregnancy, are entitled to five (5) days of paid bereavement leave. In addition, the employer may approve other available leave types for the purpose of bereavement leave.

#### Additional Leave

[Leave Sharing](#)

[Parental Leave](#)

[Family and Medical Leave Act \(FMLA\)](#)

[Leave Without Pay](#)

Please visit the [State HR Website](#) for more detailed information regarding benefits.

Updated 07-21-2025

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#### Employer

State of Washington

#### Address

[View Job Posting for Agency Information](#)

[View Job Posting for Location, Washington, 98504](#)

#### Website

<http://www.careers.wa.gov>

## Environmental Planner 4 (EP4) Supplemental Questionnaire

### \*QUESTION 1

Please describe what interests you about the Department of Natural Resources.

### \*QUESTION 2

Please describe what a work environment based on diversity, equity, inclusivity and belonging means to you.

### \*QUESTION 3

Do you have a Bachelor's degree with a major study in natural resources (e.g. natural resource planning, forestry, landscape ecology, fire science, wildlife biology), public policy and administration with an environmental emphasis, geography, or a closely related field; AND Five (5) years of professional work experience in natural resources planning, forest ecology, silviculture, fire science, landscape ecology, forest management, wildlife management, public policy and administration, geography, or a closely related field relying on the required position knowledge, skills, abilities and behaviors; OR an equivalent combination of education and/or experience.?

☐ Yes

☐ No

### \*QUESTION 4

Do you have experience with planning and project management principles, methods and techniques related to natural resources management?

☐ Yes

☐ No

### \*QUESTION 5

Do you have experience writing and translating complex technical, policy, or land management topics for a general audience?

☐ Yes

☐ No

### \*QUESTION 6

Do you have experience working with the State Environmental Protection Act and Environmental Impact Statement process?

☐ Yes

☐ No

### \*QUESTION 7

Do you have experience with ArcGIS and related database software to map and analyze natural resource data?

☐ Yes

☐ No

### \*QUESTION 8



Please describe a complex environmental planning project you have led or contributed to. What was your role, how did you work with internal and external partners, and what were the outcomes?

**\*QUESTION 9**

Environmental justice is one of the key focus areas of this position. Please provide an example of how you have incorporated environmental justice principles or engaged overburdened communities or Tribes in your past work.

**\*QUESTION 10**

Do you now, or will you in the future, require sponsorship for employment visa status (e.g., H-1B visa status, etc.) to work legally for our agency in the United States?

- ☐ Yes
- ☐ No
- ☐ Unsure

**\*QUESTION 11**

Where did you originally hear about this job posting?

- ☐ [www.dnr.wa.gov](http://www.dnr.wa.gov)
- ☐ [www.careers.wa.gov](http://www.careers.wa.gov)
- ☐ WA WorkSource office or WorkSourceWA.com
- ☐ Governmentjobs.com
- ☐ Monster
- ☐ Indeed
- ☐ LinkedIn
- ☐ Twitter
- ☐ College/university website/career fair
- ☐ Handshake
- ☐ Newspaper
- ☐ Direct Email Notification
- ☐ Statewide Employee Business Resource Groups (BRG)
- ☐ Professional/Personal Network
- ☐ Job Board
- ☐ Job Fair
- ☐ Zip Recruiter
- ☐ Diversity Jobs
- ☐ Facebook
- ☐ Other (please specify below)

**QUESTION 12**

If you answered "other" to the previous question, please specify where you originally learned of this employment opportunity in the space below.



\* Required Question