

NATIONAL ASPHALT PAVEMENT ASSOCIATION

DIRECTOR, SUSTAINABLE PAVEMENTS

Reports To:	Vice President, Engineering, Research, & Technology (ERT)
Exempt Category:	Exempt Employee – Not Eligible for Overtime Pay
Remote Work Eligibility:	Eligible, up to two days per week, with approval of manager
Flex Time Eligibility:	Eligible, with approval of manager

NATURE OF DUTIES:

The primary function of this position is to lead the development and execution of a national strategic initiative that promotes the sustainable attributes of asphalt pavements; informs membership of sustainable, economic, environmental, and engineering practices to enhance industry performance; strategizes efforts toward industry decarbonization; and supports the long-term interest of the asphalt pavement industry. The Director will identify and develop programs that will assist the membership in meeting the technical challenges and demands of the future while ensuring and promoting the sustainability and resiliency of asphalt pavements. This individual will maintain positive working relationships with various groups and manage and participate on NAPA Committees and Task Forces.

DUTIES INCLUDE:

- Oversee NAPA's Product Category Rule (PCR) for Asphalt Mixtures in North America and Support the Emerald Eco-Label EPD Tool (lead PCR updates, prepare initial annual budgets for program with oversight from VP of ERT).
 - Lead the Committee in revising the PCR every 5 years or as needed to stay in compliance with standards and PCR guidance
 - Manage the vendor in revising the Emerald Eco-Label, EPD Optimizer, and EPD Simulator tools
 - Prepare annual budgets for the EPD program with oversight from the VP, ERT
 - Provide customer support for those who purchase access to the EPD tools
 - Support the VP, ERT in EPD benchmarking efforts
- Provide Support and Leadership for NAPA's The Road Forward Initiative
 - Lead research or benchmark studies when needed
 - Present on The Road Forward program and industry progress
- Direct NAPA Committees and Task Forces (prepare agendas and minutes, develop technical literature prioritized by groups)
 - Serve as liaison for NAPA's Sustainability Committee and Pavement Economics Committee Life Cycle Assessment Task Force
- Engage with Federal Agencies to Support Industry Initiatives
 - Serve as NAPA representative on the FHWA Sustainable Pavements Technical Working Group
 - Engage with the Environmental Protection Agency on Buy Clean and Low Carbon Construction Materials efforts
 - Support sustainability related projects in the Airport Asphalt Pavement Technology Program
 - Support the VP, ERT in managing and executing Federal contracts that relate to sustainability and decarbonization
- Support Internal Research and Implementation Projects (such as Pavement Economics Committee)
 - Manage research projects being completed by outside organizations
- Manage NAPA's ENERGY STAR® Program

- Promote Industry Initiatives with Non-Federal Partners (State Asphalt Pavement Associations, Transportation Research Board, etc.)

KNOWLEDGE, ABILITIES, AND SKILLS:

This position requires an individual who has a strong background in life cycle assessment, product category rules, and environmental product declarations; is a progressive thinker; strives to improve existing systems and procedures; and will develop new ideas that would benefit the industry and improve the image and position of NAPA. Excellent oral and written communication skills, and ability to maintain effective working relationships and a take-charge attitude are essential for this position. Specific attributes include:

- Be a dynamic and enthusiastic communicator with excellent writing and speaking skills
- Strong problem solving and analytical skills
- Be proficient in public speaking
- Be able to travel as needed
- Can establish and maintain effective working relationships with owners, senior management, and staff of NAPA member firms, Association staff, and business/professional contacts
- Be highly customer focused
- Be an effective planner and organizer with close attention to details
- Be able to manage multiple priorities
- Be a highly motivated self-starter, dynamic team player with the ability to accept responsibility
- Exercise judgment and initiative in performance of job tasks and responsibilities
- Computing skills to include Microsoft Office (Word, Excel, PowerPoint)

EDUCATION AND EXPERIENCE

- Graduate from an accredited college or university with at least a BS in Civil Engineering or related engineering/technical/scientific field.
- A minimum of 5 years' experience in the field of engineering sustainability, with special emphasis on design and construction of asphalt pavements or related infrastructure is desired. Applicants with extensive experience in asphalt pavement design and mixtures with the potential to lead a national sustainability program will be considered.

Applicants who do not meet these precise requirements with respect to education, training and experience may apply and NAPA will consider applicant's alternative qualifications.

Work Environment: This position is based at NAPA headquarters with a standard office environment.

Please direct inquiries (including cover letter) to HR@AsphaltPavement.org.

The National Asphalt Pavement Association is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to sex, gender identity, sexual orientation, race, color, religion, national origin, disability, protected Veteran status, age, or any other characteristic protected by applicable law.

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.