

Stormwater Supervisor

Title: Stormwater Supervisor	FLSA Status: Exempt	Supervisory Responsibilities: Yes
Reports to: Stormwater Manager	Department: Stormwater	Date Last Evaluated: October 2025
Schedule: Monday – Thursday 6 a.m. – 4:30 p.m.		
<p>Summary Provides supervisory oversight of the Stormwater Crew and manages work orders, inventory of materials and equipment, and addresses other needs for stormwater construction and maintenance work to be completed. This position is responsible for researching needed materials and equipment and associated costs to improve the performance of construction and maintenance. This position aids in program implementation and projects to comply with the City of Lexington's federally mandated National Pollutant Discharge Elimination System (NPDES) permit. This is accomplished through conducting inspections of public and private construction sites and Stormwater Control Measures; responding to drainage complaints; collecting and editing of stormwater infrastructure inventory program; and providing education and technical assistance to internal and external clients.</p>		
<p>Qualification Requirements To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</p>		
<p>Minimum Qualifications</p> <ul style="list-style-type: none"> • Graduation from high school or GED • Three years' experience managing a City's MS4 (Municipal Separate Storm Sewer System) program • Some supervisory experience • Valid NC driver's license or valid out-of-state driver's license with ability to obtain a valid NC driver's license within sixty days of employment and good driving record 		
<p>Preferred Qualifications</p> <ul style="list-style-type: none"> • Associate degree in engineering, environmental science, or related field 		
<p>Knowledge, Skills, and Abilities</p> <ul style="list-style-type: none"> • Knowledge of word processing, use of databases, spreadsheets, internet, and email • Knowledge of common and unusual work situations and problems of the occupational field sufficient to enable the employee to plan and administer major work programs and flexibility to adapt to changing situations • Knowledge of architectural drawings, maps, and construction plans and the ability to conduct construction inspections • Knowledge of standard office equipment, computers, applicable software, and GIS • Knowledge of effective supervisory practices • Thorough knowledge of the occupational hazards and safety precautions associated with the work • Thorough knowledge of current construction standards and practices for installing and maintaining a stormwater system • Thorough knowledge of state and federal environmental stormwater rules and regulations to ensure MS4 permit requirements • Thorough knowledge of stormwater control measures • Ability to organize workflow and coordinate activities • Ability to effectively work with public and internal staff to find solutions to drainage and erosion problems • Ability to understand, interpret, and apply technical rules, directives, and regulations • Ability to exercise initiative and independent judgment • Ability to communicate effectively orally and in writing • Ability to make arithmetic computations using whole numbers, fractions, decimals, compute ratios, rates, and percentages • Analytical ability and inductive thinking to adapt policies, procedures, and methods to fit unusual and complex situations • Ability to solve problems and make decisions within scope of responsibility • Ability to create and maintain accurate records and reports • Ability to operate in a constant state of alertness, and safe manner • Ability to establish and maintain effective working relationships with associates, subordinates, and the public • Ability to create and maintain a welcoming and inclusive workplace through positive modeling, mentoring, fostering a culture of respect for all, and valuing the differences and contributions of all team members 		
<p>Supervisory Responsibilities Assigns, supervises, trains, and evaluates employees' performance.</p>		
<p>Essential Functions</p> <ul style="list-style-type: none"> • Administrative Duties: Develops, implements, and manages multiple programs required for compliance under National Pollutant Discharge Elimination System (NPDES) MS4 Stormwater Regulations • Field Duties: Provides supervisory oversight, project management, and inspects the work of crews for Stormwater infrastructure maintenance • Organizes workflow and type of work performed by stormwater crew and, when needed, joins crew in completing projects • Contributes to and aids in implementation of multiple programs required for compliance under National Pollutant Discharge 		

Elimination System (NPDES) MS4 Stormwater Regulations

- Determines needs, establishes priorities, and coordinates and schedules street related maintenance activities and construction projects
- Inspects public and private construction sites to ensure compliance with approved design
- Responds to citizen complaints and addresses concerns by advising and determining the best course of action
- Meets with contractors and SCM owners, reviews and explains construction and maintenance requirements, and reviews progress and quality of work
- Reviews work orders, plan drawings, and related data and evaluate requirements of projects
- Investigates and coordinates mitigation of problems with stormwater drainage and other construction-related issues from contractors and public
- Prepares letters and communicates with property owners and contractors
- Develops, implements, and conducts public education, community outreach programs, and training and educational workshops for property owners, contractors, engineers, developers, and City staff
- Attends Technical Review Committee, local, state, and other meetings concerning stormwater-related issues
- Creates and maintains computerized files and databases and conducts analyses using a variety of computer software
- Develops and implements inclement weather plans
- Performs work during emergency disaster situations and inclement weather
- Assists with the development, management, and oversight of annual budget
- Prepares reports, diagrams, and maps
- Ensures that all work is performed in accordance with OSHA and City safety standards and policies

Physical Demands

This job requires the physical ability to lift up to 130 pounds, push or pull up to 105 pounds, carry up to 85 pounds, and grip with a force of 110 pounds. The worker is required to stand, walk, use hands to finger, grasp, or feel objects, tools, or controls. The employee may be required to climb, stoop, kneel, crouch, reach with their hands and arms. Vision is required for inspection of small parts, use of measuring devices, assembly or fabrication of parts at or within arms' length, operation of machines and motor vehicles, determining the accuracy and thoroughness of work, and observing general surroundings and activities. Vocal communication is required to convey detailed or important information quickly and loudly. Hearing is required to perceive detailed information and to make fine distinctions in sound. Worker is subject to PreWork and WorkFit policies and screenings.

Work Environment

The worker is subject to extremes of outside weather, noise, vibration, hazards including proximity to moving mechanical parts, dust, atmospheric conditions and working in close proximity to traffic.

Special Requirements

This position may be considered safety sensitive under the Drug and Alcohol Free Workplace Policy. The worker may be subject to drug and alcohol testing under the Federal Motor Carrier Safety Act.

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required of the position. All employees may have other duties assigned at any time.