

## Program Supervisor Supplemental Questions

- 1) Please list any degree(s) you have earned, including the name of the institution that granted the degree(s), the date you completed the degree, the major(s), and any minor(s).

**Do not write "see resume" or "see application"**

- 2) Public Sector Service Delivery: How many years of job experience do you have in public sector service delivery? (i.e. delivery of services to the public by government entities)

Service Delivery: How many years of job experience do you have in any kind of service delivery (i.e. providing a service to customers or internal clients) that relates to any of the following preferred fields environmental health, environmental studies, environmental science, public health, natural sciences, communications, behavioral sciences, business administration, public administration or a closely related field?

*Please note:* if you have worked part-time, you must adjust the experience you are reporting accordingly. For example, if you worked 20 hours per week it would take two years to reach one year of full-time equivalent experience. Include the name of the employer, your job title(s), and your specific role for each experience. If you do not have this type of experience, type "n/a". **Do not write "see resume" or "see application".**

3) How many years of experience do you have supervising staff? Please note: if you have worked part-time, you must adjust the experience you are reporting accordingly. For example, if you worked 20 hours per week it would take two years to reach one year of fulltime equivalent experience. If you do not have this type of experience, type "n/a". **Do not write "see resume" or "see application".**

4) Please describe your experience in providing supervision to multiple staff. If applicable, please include how you support a team of staff working on a variety of different projects or programs and what you do to ensure that goals are met. Please detail the number of staff you supervised, their roles, and your experience working with them individually as well as in team settings. Include the name of the employer, your job title(s), and your specific role for each experience. If you do not have this type of experience, type "n/a". **Do not write "see resume" or "see application".**

5) Please detail your experience in project or program management. Be specific regarding the type of projects or programs and the tasks you performed. If a team was involved, describe how many members, their roles and the team dynamics you encountered. Include the name of the employer, the length of time you worked in this role. If you do not have this type of experience, type "n/a". **Do not write "see resume" or "see application".**

6) Please detail your experience in leading the planning, design, implementation and evaluation of programming, preferably where the program focus was on waste management reduction or recycling. If applicable, please include experience where this work happened through coordination with external entities (i.e. partners, contractors, etc.). Include the name of the employer, your job title(s), and your specific role for each experience. If you do not have this type of experience, type "n/a". **Do not write "see resume" or "see application".**