

**Title:** State Geologist/Chief Administrative Officer of the Wyoming State Geological Survey

**Class Code:** EXMT03

**Status:** Active

**Effective date:** 4/1/2017

**Supervisory level:** Executive

**Salary range:** (EX14) Min: \$7,505.00 MPP: \$9,381.00 Max: \$11,257 per month

**Location:** Laramie, WY

EEO/ADA employer

#### DISTINGUISHING CHARACTERISTICS:

Executive level job as the Chief Administrative Officer of the Wyoming State Geological Survey (WSGS). The person selected to this position exercises considerable discretion and judgment in serving as the State Geologist, and providing direction and leadership to the WSGS. The State Geologist is appointed by the Governor, with the consent of the Wyoming Senate. This at-will appointment is for a term of six (6) years. The State Geologist is a public advocate for WSGS policies; facilitates scientific exchanges between WSGS and its counterparts on the state and federal levels; exerts substantial influence on state government in general and on the standards of geological investigations in Wyoming and the rest of the country. The State Geologist reviews WSGS activities to maximize coordination with other governmental agencies, industry and professional groups and minimize the duplication of government activity with the private sector. The State Geologist formulates and evaluates plans, policies, standards and controls to meet the statutory requirements of the WSGS; directs the negotiations of agreements providing for cost-sharing or cooperative funding for geologic studies and mineral resource inventories; oversees the development of an annual report and budget; supports budget and workforce recommendations; and reviews and approves technical reports, maps and manuscripts for publication. As a member of the Consensus Revenue Estimating Group, Wyoming Oil and Gas Conservation Commission and Enhanced Oil Recovery Commission, the State Geologist plays a vital role in the mineral/energy industry in Wyoming.

The State Geologist serves on the Wyoming Oil & Gas Conservation Commission, Wyoming Board of Professional Geologists, Enhanced Oil Recovery Commission, Groundwater Commission, Consensus Revenue Estimating Group, and is an ex-officio member of the Wyoming Geological Survey Advisory Board.

#### ESSENTIAL FUNCTIONS:

- Examines and reports on any state or school lands when requested by the board of land commissioners and make written reports concerning the geology of any lands in which Wyoming is interested and on other matters about which the respective state boards desire information;
- Performs all other acts provided by the laws of Wyoming relating to mineral deposits;
- Makes valuation surveys, investigations, appraisements and reports on the mineral resources of the state;

- Keeps full and complete records of all work done by or under State Geologist supervision;
- Publishes all reports, maps and data of public interest, and distributes the reports, maps and data to the public;
- Assists in the examination of energy development in the state, including the forecasting of trends in the sector that have a direct affect on the budgeting process for Wyoming; and
- Other tasks as they are assigned and necessary to the office.

#### REQUIREMENTS:

- A graduate of an institution of higher education that is accredited by a regional or national accrediting agency, with a minimum of thirty (30) semester or forty-five (45) quarter hours of course work in geology;
- Meet statutory requirements as per Wyoming Statue 9-2-801 through 9-2-810;
- Does not hold a pecuniary interest in a producing or prospective mineral property of any kind, including oil and gas, in Wyoming;
- Possess a theoretical knowledge and the practical experience and skill for the position.

Please send or email resumes and any other applicable documents to:

Colin McKee  
Governor's office  
2323 Carey Ave.  
Cheyenne, WY 82002  
Email: [colin.mckee@wyo.gov](mailto:colin.mckee@wyo.gov)

For further information, please contact:

Colin McKee:           email: [colin.mckee@wyo.gov](mailto:colin.mckee@wyo.gov)           phone: (307) 777-7930

OR

Geological Survey:

Kathy Olson:           email: [kathy.olson@wyo.gov](mailto:kathy.olson@wyo.gov)           phone: (307) 766-2286