



State of Washington

Administrative Appeals Judge (Exempt) / (Environmental)

SALARY	\$10,416.67 - \$11,819.76 Monthly \$125,000.00 - \$141,837.12 Annually	LOCATION	Thurston County – Olympia, WA
JOB TYPE	Full Time - Permanent	REMOTE EMPLOYMENT	Flexible/Hybrid
JOB NUMBER	2026-ELUHO-006	DEPARTMENT	Environmental & Land Use Hearing Office
OPENING DATE	09/09/2026	CLOSING DATE	Continuous

Description



THE STATE OF WASHINGTON
ENVIRONMENTAL & LAND USE HEARINGS OFFICE

****This posting date has been updated. If you've previously applied, you need not reapply.**

Application review will be on-going and will continue weekly until filled. The hiring manager reserves the right to make a hiring decision at any time. It will be in your best interest to apply as soon as possible.

Schedule: Monday – Friday, 8 a.m. – 5p.m, however the schedule can be adjusted with approval.

Location: This position requires some travel for meetings, conferences, and hearings, however we offer flexibility to work remotely.

This is a unique opportunity to be a judge for Washington State's quasi-judicial environmental boards. With your experience you will help the Pollution Control Hearings Board and Shorelines Hearings Board issue decisions on important environmental matters impacting Washington's natural resources, citizens, communities, and economies.

ELUHO Offers:

- A highly diverse case portfolio of environmental legal issues
- Cutting edge cases with legal issues of first impression
- Opportunity to work directly with top environmental lawyers across the state and nation
- Mentorship by experienced environmental attorneys
- Opportunity to gain experience as an impartial mediator and judge
- Camaraderie in a supportive team atmosphere
- Training and development opportunities
- Comprehensive compensation packages, including benefits and paid leave
- The fulfillment of public service
- A healthy work/life balance

About us:

The Environmental and Land Use Hearings Office (ELUHO) is a small state agency that supports three independent, quasi-judicial boards: the Pollution Control Hearings Board (PCHB), the Shorelines Hearings Board (SHB), and the Growth Management Hearings Board (GMHB). Together, ELUHO and the boards strive to provide an easily accessible forum for independent, expeditious, and efficient review of various state agency and local government environmental and land use decisions.

The Pollution Control Hearings Board was created in 1970 and reviews environmental permitting and enforcement decisions. Respondents to Board cases include the Department of Ecology, local air pollution control authorities, the Department of Natural Resources, the Department of Agriculture, the Department of Fish and Wildlife, and local agencies such as ports and municipalities. There are over 40 separate environmental statutes that are appealable to the Pollution Control Hearings Board. Jurisdictional areas include water and air pollution, water resources, hydraulic project approvals, forest practices, toxic pollution, oil spills and hazardous waste, dairy nutrient management, floodplain

management, solid waste, surface mining, greenhouse gas emissions – cap and invest, derelict vessels, and several other areas.

The SHB was established in 1971 and reviews permitting and enforcement decisions of local governments and the Department of Ecology under the Shoreline Management Act.

The boards' appeal processes provide citizens with accessible administrative review of agency environmental decisions made by the state and non-state agencies. The boards issue decisions setting forth legal analyses of claims, and if a case goes to hearing, the boards issue findings of fact and conclusions of law that inform all parties of the reasons for the decision. Most cases before the PCHB and SHB are reviewed de novo. Parties can appeal board decisions to the courts.

ELUHO values diversity and provides a workplace inclusive of different cultures, backgrounds, and ideas. We are committed to the health and well-being of our employees and their families. We support healthy lifestyles and a healthy work/life balance, and we aim to provide employees with professional development opportunities.

What you will do as an Administrative Appeals Judge:

As an Administrative Appeals Judge, you will play a critical role in supporting the PCHB and SHB. You will preside over prehearing conferences and hearings to ensure fairness as well as issue legally sound procedural decisions. As presiding officer, you will be responsible for the overall case management of assigned cases.

Administrative Appeals Judges conduct legal research, provide high quality and timely draft decisions to the boards on all substantive issues, conduct mediations with PCHB and SHB parties to achieve mutual resolution, and provide parties with procedural assistance. You will interact directly with hearing participants and provide due process in an efficient, effective, and ethical manner.

Administrative Appeals Judges work closely with PCHB and SHB members, legal support staff, administrative staff and management to foster an environment that supports the mission, vision, values and goals of ELUHO. You will support ELUHO's administration by assisting with open public meetings, public records requests, case files and organization, employee trainings, and other administrative areas.

Who we are looking for:

You are an attorney with excellent legal analysis and writing skills and demonstrated knowledge of environmental law. You are prepared to independently analyze, connect, and conduct research on a vast array of complex environmental legal issues, and effectively communicate legal theories, recommendations and arguments verbally and in writing. You are able to learn, retain, and apply rules and procedures related to environmental and administrative law. You have the ability to assume a judicial temperament by remaining impartial, considering competing arguments, and rendering informed and unbiased recommendations and decisions. You maintain confidentiality. As a professional, you conduct

yourself with a commitment to ethics and integrity and you exercise good judgment in making independent decisions.

You communicate clearly and courteously, earning others' trust and respect, actively listening, responding timely, and building constructive working relationships. You are adaptable to changing priorities, you effectively manage stressful or adverse situations, and you demonstrate tact and diplomacy in your interactions. Your professional competencies include accountability, dependability, attention to detail, office technology skills, workload management, legal research and writing capabilities, proofreading, recognizing and applying legal terminology and citations, knowledge retention, active listening, team building, and demonstrated self-awareness and commitment to diversity, equity, and inclusion.

You are an experienced professional who values teamwork and wants to be part of an agency where you are respected and valued. You take pride in your work and you are looking for meaningful employment in a setting that cultivates growth and longevity.

Qualifications

REQUIRED EDUCATION, EXPERIENCE, AND LICENSES:

- Admitted to the practice of law in Washington, and a member in good standing with the Washington State Bar Association;
- Knowledge of environmental law, as demonstrated by legal research, legal writing, coursework, or practice experience; and
- A valid Driver's License, free from serious traffic violations

PREFERRED/DESIRED EDUCATION, EXPERIENCE, AND COMPETENCIES:

- A demonstrated knowledge of administrative law and procedures;
- Experience as an adjudicator, hearings examiner or presiding officer;
- Experience as a mediator, or a willingness to complete a course of training in mediation skills;
- Litigation experience

Supplemental Information

As you can see, this isn't your typical posting where we require you to fill out a long application. We value your time and would love to hear more about why you are interested in this position. Please take a few minutes to answer the **supplemental questions** attached to this application.

And that's it!

- A **letter of interest**, describing why you are the best candidate and how you meet the specific qualifications for this position;
- A **current resume**, detailing experience, and education;
- **Two (2) legal writing samples** demonstrating legal research and writing capabilities; and
- A current list of at least **three (3) professional references** with current contact information (attached or available to provide at the time of interview)

NOTE: By submitting these materials, you are indicating that all information is true and correct. The state may verify information. Any untruthful or misleading information is cause for removal from the applicant pool or dismissal if employed.

ELUHO celebrates our differences and we are committed to a workplace that supports equal opportunity employment and inclusion regardless of race, creed, color, national origin, citizenship or immigration status, marital status, families with children (including pregnancy, childbirth, or related medical conditions), sex, sexual orientation, gender identity diversity, age, status as a protected veteran, honorably discharged veteran or military status, status as an individual with the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with disabilities or other applicable legally protected characteristics. We will also consider qualified applicants with criminal histories, consistent with applicable federal, state and local laws.

You are welcome to include the name and pronoun you would like to be referred to in your materials and we will honor this as you interact with our organization.

Applicants who are deaf or hard of hearing may call through the Washington Relay Service by dialing 7-1-1 or 1-800-833-6388.

Should you have any questions regarding this position or the online application, contact Angie Anderson at jobs@des.wa.gov.

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 01-07-2026

Employer

State of Washington

Address

[View Job Posting for Agency Information](#)

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

Website

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

Administrative Appeals Judge (Exempt) / (Environmental) Supplemental Questionnaire

***QUESTION 1**

Do you have a valid driver's license, free from serious traffic violations?

☐ Yes

☐ No

*QUESTION 2

Are you admitted to practice law in Washington State?

- ☐ Yes
- ☐ No

*QUESTION 3

If you've answered "yes" to the question above, please enter your Washington State Bar number in this space. If you have a license to practice law in a state that offers reciprocity name the state and enter your bar number in this space.

****If you've answered "no" to the question above, enter "n/a" in this space.**

*QUESTION 4

Are you a member in good standing with the Washington State Bar Association?

- ☐ Yes
- ☐ No

*QUESTION 5

Do you have knowledge of environmental law as demonstrated by legal research, legal writing, coursework, or practice experience?

- ☐ Yes
- ☐ No

*QUESTION 6

If you answered Yes to the previous question #5 above, please describe the legal research, legal writing, coursework, or practice experience that demonstrates your knowledge of environmental law (include research topics, writing titles, publication names, course titles and schools, organization names where you gained practice experience, and dates indicating the time period in which you gained the knowledge). ****If this does not apply to you, indicate "n/a" in this space.**

*QUESTION 7

Describe your knowledge of administrative law and procedures in this space. **If this does not apply to you, indicate "n/a" in this space

***QUESTION 8**

Do you have experience as an adjudicator, hearings examiner or presiding officer?

- ☐ Yes
- ☐ No

***QUESTION 9**

From the question above, describe your experience including your title, organization where you gained the experience, and dates indicating the time period in which you gained the experience. **If this does not apply to you, indicate "n/a" in this space.

***QUESTION 10**

Do you have experience as a mediator?

- ☐ Yes
- ☐ No

***QUESTION 11**

From the question above, describe your experience including your title, organization where you gained the experience, and dates indicating the time period in which you gained the experience. **If this does not apply to you, indicate "n/a" in this space

***QUESTION 12**

Are you willing to complete a course of training in mediation skills?

- ☐ Yes
- ☐ No

***QUESTION 13**

Do you have litigation experience?

☐ Yes

☐ No

***QUESTION 14**

From the question above, describe your experience including your title, organization where you gained the experience, and dates indicating the time period in which you gained the experience. If this does not apply to you, indicate "n/a" in this space

***QUESTION 15**

How did you hear about this job posting?

☐ Careers.wa.gov / governmentjobs.com

☐ Friend

☐ Indeed

☐ Job Board

☐ LinkedIn

☐ Other

***QUESTION 16**

We would like to know where you heard about this position. If you selected Job Board, or Other, please let us know the specific name of the job board or place you heard about this position. If you selected a specifically named job board or webpage (listed above), please enter "n/a".

*** Required Question**