

**Yolo County Flood Control &
Water Conservation District**

General Manager



Yolo County Flood Control & Water Conservation District is seeking a General Manager

This is a unique opportunity to lead an irrigation district that is focused on customer service, modernization and diversification to meet current and future challenges.

The District

Yolo County Flood Control & Water Conservation District is a progressive irrigation district headquartered in Woodland, California whose primary mission is to provide surface water for agricultural purposes in western Yolo County. The District serves approximately 225,000 acres of agricultural land and is instrumental in supporting the economy and maintaining the agricultural heritage of Yolo County. Other integrated regional water objectives are to manage flood flows and storm drainage, monitor groundwater levels and quality, to act as the lead agency for the Yolo Subbasin Groundwater Agency and to develop the Groundwater Sustainability Plan.



The District owns and operates two impoundment dams located in Lake County; the Indian Valley and Cache Creek Dams, which are its source of supply. The District maintains approximately 150 miles of canals within its boundaries. A staff of 27 full time employees process and deliver water orders, maintain and upgrade water distribution facilities and SCADA communications, operate and maintain a 3.2 mega-watt hydroelectric plant, work to comply with regulatory requirements, and coordinate with local, state and federal agencies to accomplish the District's objectives.

Current Issues and Priorities

The ideal candidate for this position will promote a standard of excellence and have a vision to meet the challenges facing the District. Current issues that the General Manager will need to address include:

- **Infrastructure:** The General Manager will need to continue to modernize the District's aging infrastructure and balance competing needs for limited funds required for improvements.
- **Regulatory Compliance:** The District needs to comply with an ever-growing number of regulatory requirements that address water management and measurement, infrastructure and safety.
- **Groundwater Management:** Oversee the development of the Yolo Subbasin Groundwater Sustainability Plan while working with regional partners.
- **Staff Development:** The wide range of responsibilities that are under the District's charge require that staff are prepared with the proper training and guidance to develop the necessary skills and abilities to meet the variety of demands.

The Position

The General Manager reports directly to the District's Board of Directors, a five-member volunteer board that is appointed by the Yolo County Board of Supervisors. The General Manager is directly responsible for all aspects of District operations including administration, water distribution, facilities maintenance, engineering, and water rights.

Responsibilities include, but are not limited to:

- With the Board, develops and directs the implementation of the District's goals, objectives and policies.
- Plans and schedules the capital improvement program and forecasts resources required for project completion.
- Oversees the development of the District (approximately \$6.5 million) budget and approves major expenditures.
- Collaborates with local and regional stakeholders including reclamation districts, environmental groups, and city and county staff.
- Plans, directs, and coordinates the work plan for the District and assigns projects and programmatic areas of responsibility.
- Works with managerial and supervisory staff to identify and resolve problems.
- Ensures that the District is in compliance with applicable regulations established by local, state and federal regulatory agencies.
- Reviews and approves proposals from consulting engineers and contractors and provides direction and oversight of their activities.
- Prepares and presents staff reports and correspondence and serves as the secretary to the Board.
- Reviews legislation and reports that relate to water issues and consults with counsel and prepares responses as appropriate.
- Represents the District to water customers, the community, and other governmental agencies.
- Provides general supervision to managerial and supervisory staff.



The Ideal Candidate

The ideal candidate will be a proven leader with excellent managerial skills and a strong sense of customer service. Candidates must possess a track record of successfully managing projects and program implementation. This position requires a person with the ability to work effectively with staff, the Board of Directors, water customers, elected officials and other stakeholders to promote positive change and create a structured, collaborative environment.

Key Characteristic and Attributes

- A leader with an inclusive management style who encourages discussion and collaboration among staff and key stakeholders.
- An innovative problem solver that can address obstacles with creativity and flexibility and able to build consensus.
- Strong personnel management and employee relations skills with the ability to delegate responsibility and authority.

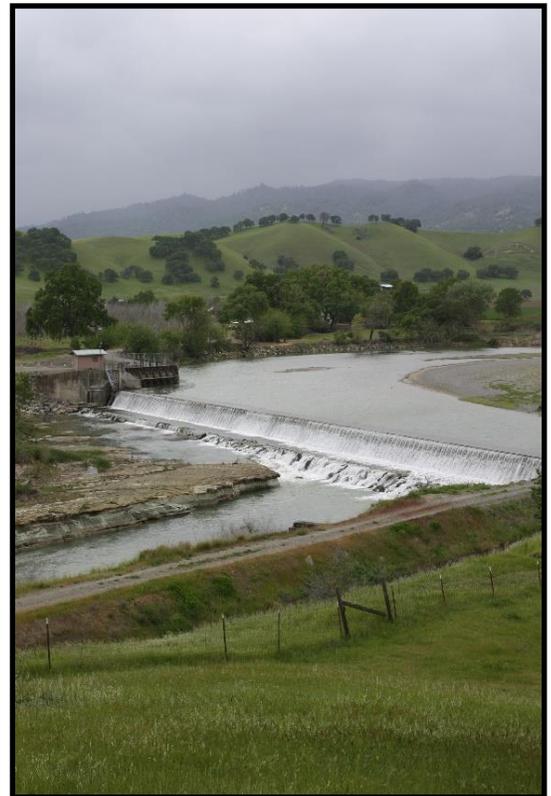
- Ability to provide clear goals to staff to promote individual accountability and create a high performing team.
- Ability to analyze problems, identify alternative solutions and the consequences of the possible solutions and then implement the selected course of action.
- Ability to organize and prioritize competing and conflicting goals and objectives.
- Calm under pressure and the ability to remain positive.

Skills and Knowledge

- Knowledge of hydrological, water management and engineering concepts and principles.
- Ability to synthesize complex information and communicate complicated issues in a concise and straightforward manner to a variety of audiences.
- Budget preparation and administration, including financing, and grant application and administration.
- Ability to establish, maintain and cultivate harmonious working relationships among staff, customers, contractors and others contacted in the course of work.
- Ability to provide and accept constructive criticism.
- Ability to read, interpret and apply local, state and federal laws, regulations and codes as they apply to District administration and operations.
- Ability to prepare comprehensive technical reports and correspondence on technical, administrative and operational matters.

Minimum Qualifications

- A minimum of a bachelor's degree in engineering, public administration, business administration, or a related field. A master's degree is preferred.
- Five years in a position of increasingly responsible management and staff supervisory experience. Experience in a public agency is desirable.
- Excellent verbal, written and interpersonal communication skills.
- Experience in budget development, implementation, and oversight.
- Skill and knowledge of management practices and the ability to analyze and evaluate organizational programs, policies and operational needs.
- Knowledge of water rights and regulations, and the development of water planning documents.



Compensation and Benefits

Compensation for this contract position will be commensurate with the experience and qualifications of the selected candidate. In addition to a competitive salary, the District offers a generous benefit package that includes medical, life, and disability insurance, vacation, sick leave, and paid holidays, among other benefits. The District's retirement plan consists of a defined contribution 401(a) plan with a three year cliff vesting schedule to which the District contributes 7% of wages and a deferred compensation 457(b) plan with an employer match.

Application Process and Recruitment Schedule

The final filing date is March 5, 2021.

Qualified applicants should submit a resume, cover letter and four work-related references to jreed@ycfcwcd.org. Candidates will be notified prior to references being contacted. Resumes should reflect the years and months of positions held, as well as staff size and budgets you have managed.

Employment will be contingent on passing a physical and a substance screening.

For additional information, please contact Jennifer Reed at 530-662-0265 or jreed@ycfcwcd.org.



Equal Opportunity: Yolo County Flood Control & Water Conservation District is an Equal Opportunity Employer and welcomes applications from all qualified applicants. The District prohibits discrimination based on race, color, religion, gender, national origin, age, disability, veteran status, marital status, pregnancy, gender expression or identity, sexual orientation or any other legally protected status.