



Yolo County Flood Control & Water Conservation District Assistant Operations and Maintenance Supervisor Job Announcement

Yolo County Flood Control & Water Conservation District (District) invites qualified applicants to apply for the position of Assistant Operations and Maintenance (O&M) Supervisor. The District is an independent special district headquartered in Woodland, California with the primary mission to provide surface water for agricultural purposes in western Yolo County.

The primary function of the Asst. O&M Supervisor is to provide the O&M Supervisor with assistance, support and reinforcement for implementing the District's water delivery and canal maintenance and improvement programs, with an emphasis on assistance with the planning, preparation, and execution of canal improvement projects.

The Asst. O&M Supervisor is responsible for supporting the O&M Supervisor with scheduling, supervising, and coordinating operation and maintenance staff tasked with water deliveries, canal maintenance, construction and repairs, and vegetation control.

The Asst. O&M Supervisor is responsible for assisting the O&M Supervisor with assessing water delivery infrastructure and planning and prioritizing repairs and improvements. The Asst. O&M Supervisor helps to develop project plans, requests for proposals and quotes, selecting vendors, and researching materials, processes and costs for project construction. Persons in this position support the field and construction crews by ensuring equipment and materials arrive at the job site as they are needed, staff and contractors adhere to plans and specifications, troubleshooting problems as they arise and implementing solutions.

Essential qualities of a successful applicant for this position include the ability to 1) work with consultants to develop project plans and requests for quotes 2) source materials, analyze construction costs, and develop project budgets 3) coordinate construction activities including manpower, and materials and equipment delivery, 4) ensure that staff adheres to safe work practices and cultivates a culture of safety and accountability.

Persons in the position must live within a fifteen-mile radius of the District headquarters in Woodland, to be able to respond to operational and staffing emergencies in a timely manner.

Required Knowledge, Skills, and Abilities

To be considered for the position, candidates for the Asst. O&M Supervisor position must have the following knowledge, skills, and abilities:

1. Principles and practices of irrigation water deliveries and the equipment, supplies and materials needed to operate, maintain, and improve a canal system.
2. Canal, pipeline, and concrete construction, gate and pump installation techniques and specifications.
3. Principles of project management including planning, organizing, designing, budgeting, permitting, and scheduling construction projects.

4. Rules, regulations, and codes applicable to District operations, maintenance, and construction operations.
5. Plan, organize and manage the District's canal capacities and water deliveries.
6. Plan and supervise construction projects and conduct quality control to ensure adherence to specifications.
7. Coordinate with management and supervisors to effectively execute the District's overall goals and objectives.
8. Develop, monitor, and adhere to budgets.
9. Promote a culture of teamwork, accountability, safety, and cooperation.
10. Acquire and maintain Class A license.

Examples of Essential Functions

1. Provides support and assistance to the O&M Supervisor to coordinate daily water operations, maintenance, repairs and capital improvements, including directing staff, coordinating field crews, and ensuring efficient project execution.
2. Assists the O&M Supervisor with scheduling staff for water deliveries, routine canal maintenance, and improvement projects, including reviewing timecards, coordinating leave schedules, and helping to ensure that irrigation deliveries, maintenance tasks, and improvement projects are completed efficiently, safely, and in accordance with District standards and objectives.
3. Works with the O&M Supervisor to assess the canal system condition, identify deficiencies, and prioritize repairs and improvements.
4. Researches material and labor costs for improvement projects to assist with the development of capital improvement plans and annual operation budgets, and reviews expenditures for budget adherence.
5. Reviews product details, manufacturer's manuals, and best construction practices for proper installation methods and helps to manage material acquisition, delivery, and inventory.
6. Provides field monitoring, direction and support to field crews during execution water distribution infrastructure upgrades. Identifies, troubleshoots and addresses construction issues as they occur.
7. Ensures 811 DIG tags are completed by overseeing the marking of USA boundaries and submission of USA tickets.
8. Responds and works to address emergencies in the field. Monitors and tracks rain events and storm water runoff within the canal system.
9. Communicates and coordinates with property owners, irrigators, utilities, public agencies, and customers regarding operations, projects, access, and system impacts.
10. Supports Operations and Maintenance Supervisor to develop project solicitations, select vendors and contractors, administer service agreements, and conducts field monitoring for contractor compliance with contract scope, terms, and specifications.

Desirable Qualifications

Any combination of training, education and experience that demonstrates possession of the knowledge and abilities stated above and the ability to perform the duties of the position.

Examples of qualifications may be obtained a combination of:

- Education in construction and project management.
- Broad and extensive work experience in performing maintenance, construction, and operations work for an irrigation water agency with at least three years in a supervisory or management capacity.
- A minimum of five years civil infrastructure construction.
- Experience in staff supervision and performance management.

A physical exam and substance screening are required prior to job placement.

Work Environment

The Asst. O&M Supervisor works in a field and office environment and is required drive and walk on unpaved surfaces, regularly be exposed to wind, rain, sun, cold and heat, and regularly lift up to 50 lbs. This is a full-time position based on a forty-hour workweek, with occasional extended hours necessary. The Asst. O&M Supervisor regularly takes phone calls from staff, customers, and management in the evenings and weekends.

Compensation and Benefits

The District offers a competitive salary commensurate with the selected applicant's experience and qualifications, and a generous benefit package. The expected salary range is: \$95,000 - \$115,000. This is an at-will, exempt position.

The District's benefit package includes medical, life and vision insurance, dental expenditure reimbursement, 403(a) retirement contributions, 457(b) deferred compensation match, flexible spending account, employee assistance plan, paid holidays, sick leave, and vacation.

To Apply

Qualified candidates are encouraged to apply by submitting a cover letter and resume via email Jennifer Reed at jreed@ycfcwcd.org.

The deadline to apply is **5 p.m. April 16, 2026**.

Job Posting Statement

Yolo County Flood Control & Water Conservation 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.