



Recruitment Announcement

(first review of resumes: September 23, 2016)

POSITION TITLE: WATER RESOURCES MANAGER (\$148,189 – \$185,237)

Agency:

BAWSCA is a special district authorized by State legislation and created by the separate but parallel actions of 26 local water agencies in the Bay Area. The BAWSCA agencies and their customers rely on the San Francisco Regional Water System for two-thirds of their water supply and pay two-thirds of the cost to build, operate, and maintain the Regional Water System. BAWSCA's goals are a reliable supply of high-quality water at a fair price. Achieving BAWSCA's goals is vital to protecting the health, safety, and economic well-being of over 1.7 million people and 40,000 businesses, and countless community organizations in Alameda, San Mateo, and Santa Clara Counties that depend on the Regional Water System.

Position Description:

Working under the direction of the Chief Executive Officer/General Manager (CEO/GM), the Water Resources Manager achieves the results contained in the annual work plan related to water supply and water quality, develops and implements projects, and monitors to ensure that projects undertaken by the San Francisco Public Utilities Commission (SFPUC) provide the intended benefits to BAWSCA's 26 member agencies and their customers. The Water Resources Manager must be able to perform complex analyses, anticipate when policy-level decisions are needed, and produce clear recommendations based on sound analyses, findings and conclusions. The CEO/GM may assign additional duties.

BAWSCA is a unique organization. The best-qualified candidate for this position will combine strong technical skills with demonstrated strength in written and oral communication. This position requires a person with a results-driven focus, independent judgment, and self-initiative. Assignments are given in general terms, requiring independent decision-making and action. Research and analysis of politically sensitive issues requires exercise of discretion and good judgment as well as the ability to maintain confidentiality. A successful Water Resources Manager will need to develop consensus-based solutions to sensitive issues within a group of member agencies with diverse goals, requirements and needs. Additionally, the Water Resources Manager will need to establish and maintain effective working relationships with BAWSCA staff, interns and consultants that the Manager supervises.

Principal Duties and Responsibilities:

- Managing, directing, and organizing water resources management activities, including developing and implementing short- and long-term strategic plans to achieve BAWSCA's goals for member agencies and their water customers.
- Developing and implementing work plans and budgets for water supply, demand management, and water delivery activities that achieve BAWSCA's goals.
- Overseeing and managing assigned staff position(s) and interns.

- Providing technical supervision of consultants that are being utilized as BAWSCA's experts for reviewing the SFPUC's Water System Improvement Program (WSIP) and 10-Year Capital Improvement Program, and BAWSCA's independent studies of water supply, shortage allocation, demand management, economic impacts and related issues.
- Manager and Principle in Charge of implementing BAWSCA's Long-Term Reliable Water Supply Strategy.
- Facilitating participation of BAWSCA member agencies in the evaluation of water management activities and the development of regional integrated planning for grant applications.
- Assisting the CEO/GM in administering those provisions in the Water Supply Agreement between San Francisco and the Wholesale Customers that relate to water supply, water supply reliability, water quality and the maintenance and operation of the San Francisco Regional Water System.
- Working with BAWSCA member agencies to establish mutually acceptable objectives and principles for a system of water supply allocations to distribute existing SFPUC supplies among BAWSCA member agencies during droughts.
- Identifying current issues and activities, key legislation, and activities that might affect water transfers to or among member agencies.
- Monitoring and representing BAWSCA member interests in activities of the SFPUC and Santa Clara Valley Water District (SCVWD). Producing action items, as necessary, for BAWSCA Board or membership consideration.
- Representing BAWSCA and its members' interests at meetings of government and regulatory agencies, commissions, task forces, internal and external committees or with various community, business, environmental and other special interest groups.
- Assessing proposals, policies and legislative trends affecting water supply and assisting the CEO/GM in developing policy and other actionable recommendations.
- Explaining and interpreting BAWSCA programs, policies and activities.
- Building and maintaining effective working relationships with staff of BAWSCA member agencies, the SFPUC, State agencies, and other organizations.
- Promoting understanding of issues and maintaining credibility of BAWSCA as a source of reliable information through interactions, presentations and reports.
- Planning, prioritizing, assigning, and reviewing the work of assigned staff.
- Gathering, analyzing and interpreting complex data and information regarding water use.
- Reviewing, critiquing and preparing complex technical and administrative reports.
- Preparing agenda materials for Board, Board committee and technical meetings. Preparing and delivering oral presentations.
- Preparing a variety of reports, correspondence and other written materials.
- Maintaining accurate records and files.
- Other duties as may be assigned.

In addition to the above, the ideal candidate would have the following:

Working Knowledge of: Civil engineering principles, practices, and terminology with particular reference to a water supply utility; the principles, practices, and terminology of water resources planning and water use efficiency; the principles of hydraulic and hydrographic design, materials engineering and soil mechanics, and structural engineering; engineering mathematics and statistical analysis techniques; and engineering economics.

General Knowledge of: Applicable state laws governing local public entities; principles and practices of public policy development and implementation; federal, state, and local laws and the legislative process related to California water rights and water planning; basic provisions of the California Environmental Quality Act (CEQA); principles and practices of water resources management, including demand management, supply, storage, transition, treatment and distribution; current policies, procedures, regulations and local issues regarding water supply, transfer and distribution; basic engineering economics; principles of supervision, training and performance evaluations; principles of project and consultant management including budget preparation, monitoring and control; and computer applications related to the work.

Skill in: Participating in and managing effectively a results-driven organization; directing and participating in the analysis of a variety of complex technical and operational problems and making effective operational and/or administrative recommendations; preparing, reviewing and interpreting complex technical reports, summaries and data; reading and interpreting maps, charts and graphs; interpreting, evaluating, explaining, and making complex decisions in accordance with complex laws, regulations, contracts, policies and procedures; communicating effectively, both orally and in writing; giving effective oral presentation to both professional and lay audiences to produce understanding of, and the capacity to act on complex issues; negotiating effectively to protect and advance the interests of BAWSCA and its member agencies; and facilitating agreement among groups and individuals with differing objectives.

Ability to: Direct the work of others and evaluate consultant proposals and proposed revision to procedures, methods, and equipment; evaluate ongoing operations and develop plans to improve their effectiveness and efficiency; work independently and be self-motivated to achieve identified goals; maintain effective working relationships with a wide variety of people including co-workers, the public, and elected officials.

License, Certificate, or Credential: Registration as a Professional Engineer in the State of California or equivalent experience is required that would provide similar level of education focused on water resources planning and analysis, water policy development, management of water supplies or a field that will have produced the required knowledge and skills.

Education and Experience:

Any combination of education and experience that would likely provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the knowledge, skills, and abilities would be the equivalent of:

Education: Equivalent to a Bachelor's degree in a civil engineering curriculum, or closely related field such as environmental engineering or water resources engineering, from an accredited college or university.

Experience: Seven to ten years of professional-level experience in water resources planning and analysis, water policy development, management of water supplies or a field that will have produced the required knowledge and skills.

SELECTION PROCEDURE

Application form and other materials may be obtained from calling BAWSCA or on BAWSCA's web site:

Phone: (650) 349-3000
Fax: (650) 349-8395
Web Site: www.BAWSCA.org.

To be considered for this position, please send a cover letter, resume, including four (4) professional references, and a completed application to recruiting@bawasca.org as soon as possible.

The first review of resumes will take place on September 23, 2016. This position is open until filled; however, candidates are encouraged to apply early for optimal consideration. Resumes will be reviewed and evaluated throughout the recruitment process.

After BAWSCA evaluates an application, candidates who present the best job-related qualifications may be invited to participate in a qualifications appraisal, which may include a job-related problem exercise as well as an interview by an appraisal panel.

Employment offers are normally made after completion of reference checks. Employment is made contingent upon verification of identity and legal right to work in the U.S. pursuant to Federal law.

EQUAL EMPLOYMENT OPPORTUNITY

BAWSCA seeks to ensure a positive and diverse work culture where each person may work and develop professionally to the best of his or her ability free of unlawful discrimination or prejudice. To this end, BAWSCA is an equal opportunity employer that prohibits unlawful discrimination or prejudice of any kind based on race, color, ancestry, national origin or ethnicity, religion or creed, age, gender, sexual orientation, gender identity, marital status, mental or physical disability, pregnancy, medical condition, veteran status, family care or medical leave status or any other basis protected by federal or state law.

Benefits: BAWSCA full-time employees enjoy competitive benefits that currently include health, dental, vision, life, disability, PERS, 457, vacation, sick days, and paid holidays.