

Wastewater Manager – Full Time Year Round

When you look at the landscape of our community, the towering mountains are the first this you might notice but when you look a little closer you'll find that the river is truly its lifeblood. We are looking for an experienced and strategic leader to lead our team of wastewater and water quality laboratory professionals; further pushing our mission of protecting our vital rivers and watershed in our mountain community.

This role will collaborate with the leadership team to support the mission of the organization and work closely with the community. The ideal candidate is low drama, adaptable, and has a forward thinking mentality to address changing regulations and stay ahead of industry trends and best practices. This role will oversee the operations of three wastewater treatment facilities, the water quality laboratory, in-stream water quality monitoring, environmental assessment program, and will lead a talented department of 22 individuals. Another amazing and impactful component of this role is the public education component- this role brings complex environmental issues to the public to help them understand what is happening with their water. Over the next fifteen years, the district will be undergoing an estimated \$105 million in capital improvement projects at our three wastewater treatment plants. We need a strong manager with design and construction management experience to help lead us in executing these critical capital improvements.

Why work for us? The work you will do as a Wastewater Manager will have an immediate positive environmental impact on not only our community but our downstream users as well. Not to mention our excellent benefits, housing program, opportunities to learn, attend conferences, and trainings.

The Day to Day:

DYNAMIC LEADERSHIP: The Wastewater Manager serves as a positive and engaged member of the District Management Team and manages employees for optimum productivity. This role takes a proactive approach to the management of employee performance while creating and maintaining a supportive, professional, and open environment, consistent with the District's culture. A manager at ERWSD encourages leadership at all levels within the District as well as communicates the Vision, Mission, Values, and team norms of the District to employees frequently and consistently.

Directs, motivates, encourages and develops 4 direct reports (Supervisor Positions), and a department of up to 22 people, including treatment facility and lab staff. Participates in the employee selection process, evaluates employee performance, provides regular feedback and participates in monthly performance alignment conversations. Develops on boarding programs and succession plans. Develops and maintains training program for staff to ensure employee development, growth, engagement etc.

DEPARTMENTAL COLLABORATION: The Wastewater Manager upholds the organizational Vision, Mission, and Values, and the strategies of the management team. Builds and fosters collaborative relationships with each District department, works, and influences across department lines to accomplish established goals. Updates colleagues on projects and activities. Updates impacted departments of operational problems or explain procedural changes or practices. Prepares monthly operations reports for the Board Reports. Prepares Standard Operating Procedures (SOP), Policies, Board Memos etc. as needed.

LONG RANGE PLANNING AND PREPARATION: The Wastewater Manager is the key player in establishing departmental goals and plans, and participates in strategic and master planning processes. Keeps apprised of new developments in wastewater treatment methods, materials, tools, technology, and equipment, and analyzes and makes recommendations to adopt when in the best interest of the District.

Oversees, coordinates and builds consensus among the departments regarding master planning activities with the goal to reduce regulatory risk, meet future flows and loads and permit limits. Works with the finance department to plan for the financing of the proposed major upgrades and expenditures as a result of the plan. Coordinates with the Community Relations department regarding public outreach regarding master plan financial, visual, construction etc. impacts. Prepares an annual budget for consultant services, water quality matters, specialized sampling events, urban runoff group projects etc. Works with wastewater, laboratory and engineering staff etc. to develop estimated costs for operations, maintenance, personnel, and capital and life cycle upgrades to facilities. Works with the finance department as appropriate during the budget process for Board approval. Oversees the fiscal responsibilities of the wastewater and laboratory departments, ensures that the best value is realized for the District for expenditures. Tracks and approves of all expenditures for the Department. Oversees the implementation of capital and life cycle upgrades to wastewater treatment facilities in coordination with the Engineering Department. Attends design and construction meetings when appropriate, reviews change orders and keeps apprised of design and construction changes, budgets, schedules, staffing etc.

REGULATORY COMPLIANCE: The Wastewater Manager ensures that all requirements of the three wastewater treatment facilities Colorado Department of the Public Health and Environment (CDPHE) Colorado Discharge Permit System (CDPS) Permits are being met, including effluent discharge limits, compliance schedule requirements, specialized sampling, reporting etc. Ensures that the District is producing Class A biosolids and that the annual EPA and CDPHE biosolids report is submitted and that all permit guidelines are being met. Ensures that water quality laboratory is in compliance with all applicable regulations including the Clean Water Act Section 308, Safe Drinking Water Act, Regulation 85 Monitoring etc. Responsible for communicating with CDPHE regarding compliance schedules, permits, potential upsets, violations, drafts or reviews 5-day reports and ensures proper notifications occur if necessary. Works with CDPHE and District Staff to manage and coordinate sanitary surveys. Oversees new discharge permit renewal applications; works with Consultants, Staff and CDPHE during the renewal process to ensure that all proposed permit limits are capable of being met. Responsible for negotiating compliance schedules and permit limits to meet District needs in regards to capital projects, funding, staffing etc. One of the main priorities for this position will be continuing to refine the District's approach to meeting nutrient regulations (Regulations 85 and 31) in a way that considers the impacts to the rate payers, internal resources and the environment.

TREATMENT OPTIMIZATION: The Wastewater Manager regularly visits plants, reviews operations, and reviews periodic reports to determine progress of construction and maintenance projects, and status of other phases of operation. Directs activities of personnel who oversee maintenance, operation and repair of plant facilities. Facilitates or oversees in-house training opportunities for all department employees on a regular basis. Oversees contracts and consultant relationships related to Division projects and provides project management when necessary. Ensures that all activities in the department are executed safely. Competently oversees operations of the District's complex odor control systems at wastewater treatment plants to minimize odor impacts to the community.

WATER QUALITY AND OUTREACH: The Wastewater Manager manages the District's water quality and environmental assessment programs. Follows proposed regulatory changes, water quality forum work group efforts, rulemaking hearings etc. Works with consultants to interpret and understand the significance of proposed regulatory issues to the District and serves as the District's representative in these hearings. Coordinates with local entities on these issues as appropriate. This includes overseeing sampling and analysis programs, potential regulatory changes and evaluating the impacts to the District, and working with local and state entities, volunteer groups on local water quality issues including urban runoff and stormwater improvements to influence the management of non-point source pollution that

could impact the District. Represents the District in local urban runoff, water quality and stormwater improvement efforts. Shares data and information with local stakeholders as appropriate to encourage the continued efforts for reducing the impacts of urban runoff to the watershed proactively. Participates in the Black Gore Creek Steering committee, Urban Runoff Group, Eagle Mine committee, USGS Partnership committee meetings and other committees as assigned, to align their activities to further District goals.

THE BIG PICTURE: Eagle River Water and Sanitation District has a responsibility to our customers and to the environment. The Wastewater Manager oversees the team and strategies that protect our rivers and watershed.

QUALIFICATIONS:

- Passion for water and for environmental protection are a must.
- Associate's Degree or Bachelor's degree (B. A.) from four-year college or university in Engineering, Biology, Chemistry, Environmental Sciences, Construction Management, Water Resources or related field and minimum five years related experience; or equivalent combination of education and experience.
- *Colorado Department of Public Health & Environment Class A Wastewater Treatment Operator License or an Engineering Degree with a Professional Engineers License strongly preferred.*
- Experience in leading and coordinating of people in a team-based environment required.
- Coordination and collaboration skills are essential.
- Experience with oversight of large construction projects required. Demonstrated ability to work collaboratively with Stakeholders, Contractors and Design Engineers to deliver projects that meet long-term goals, reduce risk and deliver the best value for our rate payers.
- Must be able to tactfully, respectfully and professionally communicate in English, both written and verbal.
- Ability to write reports, business correspondence, and procedure manuals.
- Demonstrated public speaking skills required, including the ability to effectively present information and respond to questions from employees, Board of Directors, clients, customers, and the general public.
- Must be able to build and maintain strong relationships with other District Departments and town, county, and state agencies.
- Excellent time management and organizational skills are a must.
- Ability to maintain confidentiality required.
- Must have the ability to identify issues, think through problems and come up with creative solutions.
- Pleasant attitude and an ability to work honestly, and with integrity required.
- The ability to work as a member of a team is a must.
- Proficiency with Microsoft Office Suite, Excel in particular, required.
- Must possess a valid Colorado Driver's license within 30 days of full time employment and be insurable under District's standards.
- Must obtain CPR/First Aid Certification within the first six (6) months of employment.
- Required to follow all District safety and security policies and wear Personal Protective Equipment as required by the job duties

PHYSICAL DEMANDS

While performing the duties of this job, the employee is regularly required to sit and talk or hear. The employee frequently is required to taste or smell. The employee is occasionally required to walk; use

hands to finger, handle, or feel; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds, and occasionally lift and/or move up to 50 pounds.

WORK ENVIRONMENT

While performing the duties of this job, the employee is frequently exposed to wet and/or humid conditions, moving mechanical parts, and fumes or airborne particles. The employee is occasionally exposed to high, precarious places; toxic or caustic chemicals; outside weather conditions; and vibration. The noise level in the work environment is usually loud.

The pay range for this role is \$86,000 to \$128,910. Hiring range depends on qualifications.

All applicants must apply online at www.erwsd.org by August 18, 2019 to be considered. All employees must be insurable under District standards, submit to a pre-employment drug screen and extensive background check.

Please contact erwsdjobs@erwsd.org for a full job description or for any additional questions. Full Job description is available upon request.