

## **Water Manager – Full Time Year Round**

**Clean water. Quality life.** Not just our tag line, this is a saying created by our staff to embody who we are and what we do. The drinking water services we provide to our community are vital to public health and are the baseline of Clean water. Quality life. We are looking for a strategic water professional to manage our Water Department and continue to provide safe, efficient, high quality, and reliable drinking water to our community. Working as a Water Manager at Eagle River Water & Sanitation District puts you at the forefront of environmental stewardship in the heart of the Rocky Mountains.

The **Water Manager** will collaborate with the leadership team to support the mission of the organization and will work closely with the community to help them better understand their drinking water. The ideal candidate is communicative, team-focused, and has a big picture mindset to manage a complex water system and how it fits into the overall mission of ERWSD. This role will oversee the operations of three water treatment facilities, additional water assets, the Operational Technology Services (OTS) group, source water quality monitoring, raw water resources, and will lead a talented department of 24 individuals.

*Why work for us? The work you will do as a Water Manager provides a life-giving resource to our community that everyone can use and benefit from. Not to mention our excellent benefits, housing program, opportunities to learn, attend conferences, and trainings.*

The Day to Day:

**DYNAMIC LEADERSHIP:** The Water 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 6-7 direct reports (5 Supervisor Positions), and a department of up to 24 people. Participates in the employee selection process, evaluates employee performance, provides regular feedback and participates in monthly performance alignment conversations. Motivates, encourages and develops plant staff. Develops on boarding programs and succession plans. Develops and maintains training program for staff to ensure employee development, growth, engagement etc.

**DEPARTMENTAL COLLABORATION:** The Water 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 Water Manager oversees, coordinates and builds consensus among the departments regarding master planning activities with the goal to reduce regulatory risk and meet future demand. Works with the engineering and finance department to plan for the financing of proposed major upgrades and expenditures as a result of the plan. This role also prepares an annual budget for operations and maintenance, capital projects, sampling events

planning efforts and consultants as needed. Works effectively cross-departmentally on complex projects, water quality matters and team development. Works with water, field operations, OTS, 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 water and OTS departments, ensures that the best value is realized for the District for expenditures. Tracks and oversees all expenditures for the Department.

The Water Manager oversees and participates in the implementation of capital and life cycle upgrades to water treatment facilities in coordination with the Engineering Department when necessary. Attends design and construction meetings when appropriate, reviews change orders and keeps apprised of design and construction changes, budgets, schedules, staffing etc. Oversees contracts and consultant relationships related to department projects and provides project management when necessary.

**REGULATORY COMPLIANCE:** The Water Manager ensures that all regulatory requirements established by federal, state and local bodies for drinking water and distribution are met. Oversees and stays apprised of regulations that affect ERWSD and UERWA including but not limited to Colorado Drinking Water Regulations (Regulation 11) requirements, monitoring schedule requirements, lead and copper sampling programs, revised total coliform rule, discharge monitoring reports, disinfectant and disinfection byproduct rules, forth unregulated contaminant monitoring rule, public notification rule, storage tank rule, specialized sampling etc. This role is responsible for working closely with the Colorado Department of Public Health and the Environment (CDPHE) regarding monitoring schedules, violations, sanitary surveys, site applications, sampling programs etc. and ensures proper notifications occur if necessary. The Water Manager also plays a key role in developing consumer confidence reports annually.

**TREATMENT OPTIMIZATION:** The Water Manager keeps apprised of new developments in water treatment and OTS methods, materials, tools, technology, and equipment, and analyzes and makes recommendations to reduce risk or deliver best value. This role will also regularly visit plants, review operations, and review periodic reports to determine progress of construction and maintenance projects, and status of other phases of operation.

**SOURCE WATER SUPPLY AND QUALITY:** The Water Manager oversees the operations, maintenance, and water quality programs associated with the District's raw water reservoirs. Works closely with District planning and laboratory staff and consultants to ensure that the reservoirs are operated and maintained to meet water supply and augmentation needs. The Water Manager protects drinking water sources by developing, implementing and updating source water protection plans. Works with local partners, community members, watershed protection groups, and governmental agencies to minimize risk to drinking water sources.

**OPERATIONAL TECHNOLOGY SERVICES:** The Water Manager oversees the Operational Technology Services (OTS) group which is responsible for maintaining a secure and compliant working automation, electrical and controls system for water, wastewater, collection and distribution system in a collaborative, safe and efficient manner. OTS responsibilities include maintaining programmable logic controls (PLCs), radio network upgrades, motor control circuits (MCC), supervisory control and data acquisition (SCADA), controls, alarming, electrical support etc.

THE BIG PICTURE: Eagle River Water and Sanitation District has a responsibility to our customers and to the environment. The Water Manager oversees the team and strategies that provide clean, safe, efficient, and reliable drinking water to our community.

#### QUALIFICATIONS:

- Passion for water and for environmental protection are a must.
- Associate's degree or Bachelor's degree 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 Water 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.
- 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](http://www.erwsd.org) by August 26, 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](mailto:erwsdjobs@erwsd.org) for a full job description or for any additional questions. Full Job description is available upon request.