

Eastern Municipal Water District



Announces an Outstanding Career Opportunity for the Position of

Director of Water Reclamation

Apply by Monday, March 27, 2015

Recruitment Services Provided by Ralph Andersen & Associates



Overview of the District

Located in western Riverside County, the Eastern Municipal Water District (the District or EMWD) provides safe and reliable water and wastewater management services to a population of nearly 785,000 people in a service area that covers 542 square miles. The District's main office is located in Perris, California with key operational facilities located along the 215 highway corridor from Moreno Valley to Temecula. Operations extend eastward to Hemet and San Jacinto. The District's services include:

- **Water Supply:** The District's water supply portfolio consists of the following: 26% State Water Project, 13% Colorado River Aqueduct, 29% recycled, 9% wells, 5% desalter, and 18% raw. Eastern Municipal Water District sells approximately 82,600 acre-feet of fresh water annually.
- **Water Storage:** The District maintains 82 tanks that hold more than 194 million gallons of water. These tanks serve 70 different pressure zones.
- **Sewer:** Field crews maintain 1,869 miles of existing pipelines and 48 active lift stations. Four treatment plants typically reclaim 46 million gallons per day from an estimated 224,000 connections, including those served by local utility agencies and municipalities.
- **Water Recycling:** With four regional water reclamation facilities, the District delivers only the highest level of tertiary quality recycled water to its customers and is one of the largest recycled water providers in California. During 2014, the District sold 38,800 acre-feet of recycled water.

The District provides water service to retail customers located within the cities of Moreno Valley, Murrieta, and Temecula and the unincorporated communities of Good Hope, Homeland, Lakeview, Nuevo, Mead Valley, Murrieta Hot Springs, Quail Valley, Romoland, Sun City, Valle Vista, and Winchester (collectively, the "Municipalities"). The District also supplies water on a wholesale basis to the cities of Hemet, San Jacinto, and Perris as well as Lake Hemet Municipal Water District, Nuevo Water Company, Elsinore Valley Municipal Water District, Western Municipal Water District, and Rancho California Water District (collectively, the "Wholesale Customers"). These customers include 70 agricultural sites, 6 golf courses, 106 landscape irrigation sites, 5 private duck clubs, 1 demonstration wetland project, and 1 wild life area. Its primary water supplier is the Metropolitan Water District of Southern California.

Located within a short drive to Southern California's many cultural events, tourist attractions, and beaches, Riverside County is an excellent alternative to the more costly and congested neighboring counties. In addition to having a reasonable cost of living, the County's housing market continues to be among the most affordable in Southern California. Higher education facilities abound throughout the area.

EMWD History and Governing Structure

The District was organized as a Municipal Water District in 1950 for the primary purpose of importing Colorado River water to its service area, thereby augmenting local water supplies. As a Municipal Water District operating under State law, the publicly elected Board of Directors is legally responsible for its organization and performance. The five members of the Board are elected on a non-partisan basis for four-year staggered terms from comparably sized geographic divisions. Residents and voters within the service area are the primary stakeholders, and the Board of Directors serves as the direct representative voice of this group. The Board hires the General Manager to carry out its executive functions and oversee operations.

The District began providing wastewater treatment services to customers within its service area in 1962 and, as a result, has become actively involved in the production of recycled water. The District's service area originally consisted of 86 square miles. The District's service area has increased to 542 square miles due to annexations and detachments of service areas. The District's assessed valuation has grown from \$72 million when formed to over \$53.5 billion this past fiscal year. This significant growth in assessed valuation is considered to be a primary indicator of the value of District water and wastewater treatment for homeowners and businesses in the region.

Although the District has extensive water rights and, as a public agency, significant structural and financial advantages to remain the leading water provider in this area, all of this is predicated on the ability to maintain the public's trust and confidence in the responsible and cost effective management of water, wastewater, and recycled services. The ongoing investment in and management of state-of-the-art technologies available to the water industry, coupled with careful management and tracking of financial resources and obligations, enable the workforce to effectively adapt to periods of rapid change.

All employee groups are organized under the board-appointed General Manager within three large functional groups called branches. These branches are led by members of the executive management team.

These individuals oversee all aspects of the organization that includes an operating budget of \$174 million, a five year capital improvement budget of \$439 million, and total assets of \$2.6 billion. The District has a highly trained workforce of about 620 employees, of which approximately two-thirds are represented by IBEW Local 1436. Supervisors and managers represent themselves directly with the District's executive management team. Employee relations are supported by a District commitment to a set of values and beliefs, employee safety, fair treatment, and equitable pay and benefits.



The Position

Reporting to the Assistant General Manager of Operations and Maintenance, the Director of Water Reclamation manages the Water Reclamation Department (101 staff) including directing and implementing comprehensive strategies and programs for the operation and maintenance of the District's four wastewater reclamation plants and wastewater collection systems. This position exercises significant authority and independence in managing, implementing, and integrating a broad range of functions, programs, and staff.

The Ideal Candidate

The ideal candidate for the position of Director of Water Reclamation will have a broad based knowledge of the theory, principles, practices, and techniques of wastewater treatment, reclamation, and civil engineering design involved in the construction, maintenance, and operation of large and complex wastewater collection, treatment, and reclamation systems.

The Director of Water Reclamation must be forward-thinking and have a vision for the development of strategies that will continue to improve the effectiveness and efficiencies of the District's Water Reclamation Department. Candidates should also have impeccable personal integrity and unquestioned commitment.

In addition to an approachable personal style, the successful candidate will be an exceptional listener, strong communicator, and an accomplished presenter in a public forum. The successful candidate will be confident, "hands on," and comfortable operating in a robust and dynamic environment.

The ideal candidate will ensure that objectives and priorities are focused on meeting needs effectively, efficiently, and with high quality service. The Director of Water Reclamation will work with management team members to ensure a high performance, customer service-oriented work environment consistent with sound management principles and the District's mission and values. Additionally, involvement with regional and industry best practices and professional organizations will be expected.

The successful candidate will coach and inspire staff to achieve established performance requirements and personal development targets as well as the goals and objectives of the Water Reclamation Department.

In summary, the Director of Water Reclamation will have a desire to be part of a high-performance team that places a high value on honesty, integrity, and collaboration with a passion for incorporating best practices into daily operations of a large and complex public organization. The Director of Water Reclamation must be perceived as a credible professional willing to deal with a vast array of issues in a fast paced and multi-faceted organization.

Key Responsibilities

- Develop and implement best practices and appropriate procedures, controls, and oversight while facilitating progressive practices and operational efficiencies related to the District's four wastewater reclamation plants and wastewater collection systems.
- Identify ways to improve current practices and procedures and implement process improvements as necessary.
- Evaluate wastewater treatment systems to achieve process and cost optimization.
- Ensure Department goals and objectives are aligned with other departments and the District as a whole.
- Develop effective and trusted relationships throughout the District, including senior management and the Board of Directors as well as with his/her own staff.
- Provide strong leadership within a participatory environment by setting and attaining high standards of professional excellence.
- Mentor and coach direct reports and others to fully develop their skills and potential.
- Remain current with latest federal, state, and local laws, regulations, and court decisions applicable to assigned areas of responsibility.
- Participate in the District's short- and long-range planning process for wastewater collection, treatment, and reclamation needs and requirements.
- Develop and deploy strategic plan elements and key performance measures consistent with District goals.
- Work cooperatively with District Engineering staff and design consultants to provide optimal wastewater collection, treatment, and reclamation facilities in order to achieve a core District mission.
- Review and evaluate performance of construction, expansion, renovation, and repair of wastewater treatment and collection facilities to ensure conformance to District standards and regulatory mandates.
- Develop a systems perspective for managing Department operations and its key processes to achieve results.
- Prepare the Water Reclamation Department's operating and capital outlay budget; monitor expenditures against goals and objectives.



Qualifying Education and Experience

Graduation from an accredited college or university with a bachelor's degree in chemistry, biology/microbiology, civil engineering, or a closely related field; and at least ten (10) years of progressively responsible experience in the operation and maintenance or design of large, complex wastewater treatment and collection systems including at least five (5) years of experience in a management capacity; or an equivalent combination of training and experience.

State of California Grade V Wastewater Treatment Plant Operator's Certificate;

Or

Registration as a Professional Civil Engineer in the State of California.

Compensation and Benefits

The current established salary range for the Director of Water Reclamation is \$128,898 to \$160,181 with a 2.5 % increase scheduled effective July 2015.

The District offers a comprehensive benefit package including:

- Fully paid Dental Plan.
- Fully paid employee Vision Plan.
- District contribution to Medical Plan (currently up to \$1,556.52/monthly).
- Vacation / Sick Time / Holidays.
- Retirement:
 - » Classic Members: CalPERS; 2% at 55 benefit formula. The District currently pays 3% of the employee contribution and employees pay the additional 4%.
 - » New Members: CalPERS; 2% at 62 benefit formula. The employee contribution is 6.25%.
 - » The District does not participate in Social Security.
- Deferred Compensation program with direct annual contribution of \$1,179 plus District matching a portion of employee's base salary voluntarily deferred.
- Retiree Medical provided through CalPERS with the District providing the PEMHCA minimum premium.
- Fully paid life insurance equal to annual salary up to a maximum of \$250,000. Employees may purchase up to an additional \$500,000 in life insurance with the District paying 50% of the premium.
- Pay for performance program for highly-performing District employees.

To Be Considered

Interested candidates should apply by **Friday, March 27, 2015**. Electronic submittals are strongly preferred via email to Ralph Andersen & Associates at apply@ralphandersen.com and should include the following:

- Compelling cover letter;
- Comprehensive resume;
- Salary history; and
- Six (6) professional references.

This is a **confidential recruitment** and will be handled accordingly throughout the various stages of the process. Candidates should be aware that references **will not** be contacted until mutual interest has been established.

Ralph Andersen & Associates will conduct the initial evaluation of submitted materials to determine the best overall match with the established criteria as outlined in this recruitment profile. Top candidates will be required to respond to and present responses to supplemental questions to assess management and leadership approach, District/governance knowledge, as well as oral and written communication skills. In addition, this comprehensive selection process will include interview panel(s) and the use of other evaluation tools to assess "overall fit" with the organization.

If you have questions or would like to discuss the opportunity further, please call Ms. Heather Renschler at (916) 630-4900. Confidential inquiries are welcomed.

The Eastern Municipal Water District is an Equal Opportunity Employer. Women, minorities, and persons with disabilities are encouraged to apply.

