



# San Luis & Delta-Mendota Water Authority

842 6<sup>th</sup> Street, P.O. Box 2157, Los Banos, California 93635, (209) 826-9696, FAX (209) 826-9698

## Notice of Job Openings Special Programs Manager Sacramento Area

**Deadline: Wednesday, May 11, 2022 at 12:00pm**

**Annual Salary:**

Negotiable

DOE and DOQ of successful candidate

**Web Address:** [www.sldmwa.org/job-openings](http://www.sldmwa.org/job-openings)

### MINIMUM QUALIFICATIONS

**Experience:** Any combination of education and experience that has led to the acquisition of the knowledge required by the position. A typical way of acquiring the knowledge would be:

- Knowledge of State and Federal regulations related to fishery management and endangered species management.
- Knowledge of Central Valley Project, California Bay-Delta ecosystem issues and water supply project facilities and operational needs.
- Ability to direct, monitor and manage infrastructure projects and/or water management programs
- Ability to prepare and deliver professional presentations to the Board of Directors and the public
- Ability to effectively interface with external governmental and regulatory agencies, high-level officials, and the general public.
- Ability to effectively collaborate with interested agencies and non-governmental organizations.

A degree from an accredited college or university is required.

Ten years broad and extensive professional experience as a project/program manager and/or scientist in water resources, two years of which have included responsibility in the development or implementation of environmental policies, programs, plans, or research projects; or conducting environmental monitoring and surveillance, enforcement, or environmental management programs and/or infrastructure project delivery. Knowledge and experience working with the U.S. Bureau of Reclamation, and other state and federal regulatory agencies. A record of project/program management, including demonstrated experience advising high-level managers. A strong record of effective communication.

**License/Certificate/Registration Requirement:**

Driver License: Possession of a valid California Class C Driver License may be required at the time of appointment. Failure to obtain or maintain such required license(s) may be cause for disciplinary action. Individuals who do not meet this requirement due to a physical disability will be considered for accommodation on a case-by-case basis.

Possession and proof of a driving record free of multiple or serious traffic violations or accidents for at least two (2) consecutive years. The driving record will not contribute to an increase in the Authority's automobile rates.

**Abbreviated Job Description:** Under administrative direction of the Water Policy Director, the Special Programs Manager is responsible for guiding, promoting and managing the Authority's science activities and other special projects and programs as assigned. The Authority's 2019 Strategic Plan identified a Goal to "Increase Scientific and Technical Credibility and Expertise" – the implementation of which is a key component of this position's responsibilities. The Special Programs Manager will provide guidance and management of the Authority's science activities, including direct management of research, as well as engagement in the Delta Science enterprise including management of fish species, water supply, and water reliability associated with the management, regulation, and operation of the Central Valley Project. Additionally, the work of the Special Programs Manager will include Project and Program Management for key Authority programs, as assigned. The Special Programs Manager will be responsible for planning and overseeing Authority projects and programs, and be dedicated to application of sound science and communication of information to federal, state and local agencies and other pertinent interests, including the public. The Special Programs Manager will lead projects, manage consultants, and assist in budget preparation.

**Examples of Duties:** The duties listed below are illustrative only and are not meant to be a complete and exhaustive listing of all of the duties and responsibilities of the classification.

- Provide Project and Program Management expertise by planning, organizing and leading special projects and programs as assigned.
- Provide technical leadership to define scopes of work, recommend approaches and course of action to meet Authority goals and objectives.
- Direct, monitor and manage projects and/or programs from initial phase through implementation as directed.
- Provide scientific leadership, expertise and guidance while directing the Authority's Science Program, including defining research needs, soliciting scientific studies from competent and reputable academics and private sector experts and managing budgets and overseeing researchers conducting scientific studies.
- Translate policy and management needs into scientific queries to produce and communicate solution oriented, empirical scientific information.
- Collaborate and coordinate with Authority member agencies' scientists, the U.S. Bureau of Reclamation, State and Federal regulatory agencies, the environmental community, and academia.
- Communicate the Authority's scientific understanding and activities across a broad spectrum of scientific professionals, technical, management, and policy groups, and at conferences, symposiums, etc., as appropriate.
- Develop and manage a science strategy and implementation plan for the Authority.
- Identify and manage consulting experts and activities.
- Other functions as directed.

**Knowledge of:**

- Project and Program management;
- NEPA/CEQA, Federal and State ESA, U.S. Bureau of Reclamation policies and procedures, and other federal and state regulations;
- Central Valley Project and State Water Project operations;
- Ecosystem and/or fisheries protection, conservation, and management;
- Communication and public and press relations; and
- Staff, consultant, schedule and budget administration.

**Ability to:**

- Work and communication collaboratively, cooperatively, considerately, and effectively;
- Manage staff, consultants, and budgets;
- Utilize speaking and writing skills to provide advice and consultation;
- Organize data, maintain records, and prepare reports;
- Evaluate and advise on the Authority's science activities;
- Use computer systems and software packages related to public information functions; and
- Travel as necessary

**How to Apply:** Obtain application online at [www.sldmwa.org/job-openings](http://www.sldmwa.org/job-openings) . Submit a San Luis & Delta-Mendota Water Authority employment application by mail (postmarks will not be honored), in-person, or by email attachment to: [apply@sldmwa.org](mailto:apply@sldmwa.org).

San Luis & Delta-Mendota Water Authority  
Human Resources Department  
P.O. Box 2157  
842 6<sup>th</sup> Street  
Los Banos, CA 93635

**Resumes are encouraged; however, a resume will not be accepted in lieu of required application packet materials. Faxed application materials will not be accepted.**

## SELECTION PROCESS

**Required Application Materials:** The San Luis & Delta-Mendota Water Authority application must be submitted and received no later than the final filing date in order to be considered for this recruitment.

Meeting the minimum qualifications for this position does not guarantee that you will be selected for further consideration. Only those individuals found to be most qualified will advance to an oral interview.

Should you feel you need special accommodations for any skills test and/or interview, due to a qualifying disability, please contact the Human Resources Department at (209) 826-9696.

**Verification of Employment:** The Authority conducts verification of a candidate's employment history, education and training and other information contained in the Employment Application and any other materials submitted by a candidate in an application packet.

**Conditional Offer of Employment:** An offer of employment will be conditional upon legal ability to work in the United States and verification of a candidate's employment history, education and training, other information contained in the Employment Application, and any license requirements. This organization participates in E-Verify.

## BENEFITS

**Retirement Benefits: 401(a) Defined Contribution Plan:** A 401(a) Defined Contribution Plan is funded by the Authority contributing equal to 8% of your gross, base annual salary. Also included is an **Executive 401(a) Retirement Plan** which requires a mandatory 5% employee contribution, matched by an employer 5% contribution, as well as a voluntary **457 Deferred Compensation Plan**. The total potential combined contributions for the 401(a) plans by the Authority amount to a maximum of 18% of your gross base annual salary. Contributions under all plans vest immediately to you. Additionally, a Retirement Health Savings (RHS) Plan is also available.

**NOTE: You should be aware that the Authority does not participate in Social Security. This may affect Social Security benefits you have already earned upon retirement.**

**Health Benefits:** Three (3) medical benefit plans offered through ACWA-JPIA (Blue Cross PPO, Blue Cross HMO, Kaiser HMO). The Authority contributes 100% (depending on the plan) of the premium for the employee and 75% for the employee's eligible family members (depending on the plan).

Dental & Vision Benefits: The Authority contributes 100% of the premium for the employee and the employee's eligible family members.

Employee Assistance Program: Available to employees and their household members.

Holidays: Employees receive eleven (11) paid holidays, including one (1) floating holiday.

Vacation & Medical Leave: Vacation leave is accrued at the rate of 80 hours per year up through year 4. At year five, leave increases to 120 hours per year. At 10 years of service, vacation leave is accrued at the rate of 140 hours and at 15 years of service, vacation leave increases to a maximum of 160 hours per year. Medical leave accrues at the rate of 8 hours per month.

Optional/Voluntary Benefits include access to:

- Life Insurance
- Short/Long Term Disability Insurance
- AFLAC
- Credit Union

***The San Luis & Delta-Mendota Water Authority is an Equal Opportunity,  
Male/Female/Vet/Disabled Employer***