



Yolo County Flood Control &
Water Conservation District

Assistant General
Manager



Yolo County Flood Control & Water Conservation District is seeking an Assistant General Manager

This is a unique opportunity to join an irrigation district that is focused on customer service, modernization, and diversification to meet current and future challenges.

The District

Yolo County Flood Control & Water Conservation District is a progressive irrigation district headquartered in Woodland, California whose primary mission is to provide surface water for agricultural purposes in western Yolo County. The District covers approximately 200,000 acres of agricultural land and is instrumental in supporting the economy and maintaining the agricultural heritage of Yolo County. Other integrated regional water objectives are to manage flood flows and storm drainage, monitor groundwater levels and quality, to act as the technical and administrative lead for the Yolo Subbasin Groundwater Agency and to implement the Groundwater Sustainability Plan.



The District owns and operates two impoundment dams located in Lake County; the Indian Valley and Cache Creek Dams, which are the source of supply. The District maintains approximately 160 miles of canals within its boundaries. A staff of 25 full time employees process and deliver water orders, maintain and upgrade water distribution facilities and SCADA communications, operate and maintain a 3.2 mega-watt hydroelectric plant, work to comply with regulatory requirements, and coordinate with local, state, and federal agencies to accomplish the District's objectives.

Current Issues and Priorities

The ideal candidate for this position will promote a standard of excellence and have a vision to meet the challenges facing the District. Current issues that the Assistant General Manager will need to assist the General Manager in addressing include:

- **Infrastructure:** The District will need to continue to modernize aging infrastructure and balance competing needs for limited funds required for improvements.
- **Regulatory Compliance:** The District needs to comply with an ever-growing number of regulatory requirements that address water management and measurement, infrastructure, and safety.
- **Groundwater Management:** The District is leading the implementation of the Yolo Subbasin Groundwater Sustainability Plan while collaborating with regional partners.
- **Staff Development:** The wide range of responsibilities that are under the District's charge require that staff are prepared with the proper training and guidance to develop the necessary skills and abilities to meet a variety of demands.

The Position

The Assistant General Manager assists with management-level responsibilities in support of the General Manager in the planning and execution of programs and projects for accomplishing the District's short- and long-term goals and objectives.

Responsibilities include, but are not limited to:

- Prepares reports in fulfillment of regulatory requirements to the Federal Energy Regulatory Commission, California Department of Water Resources, State Water Resources Control Board, and other state and federal agencies.
- Conducts research and analysis, and reports research on a variety of issues relating to water and property rights, irrigation, flood control, power production, and other issues that impact the District's mission.
- Assists the Yolo Subbasin Groundwater Agency by serving as the technical lead for Yolo Subbasin GSP implementation, administering the Management Area Advisory Committees, and providing general administrative support.
- Develops funding opportunities by writing and submitting grant applications and investigating shared services with other resource management agencies. Administers grant programs and supervises program development and implementation.
- Negotiates and reviews contracts with vendors, consultants, and legal counsel and manages consultants' progress and contract deliverables.
- Represents the District at the local and regional level relating to watershed coordination and regulatory issues, and educates stakeholders and policy makers on District's activities.



The Ideal Candidate

The ideal candidate will have intimate knowledge of

- hydrology and water resources management;
- local government roles, responsibilities, and processes;
- organizational administrative management practices;
- financial management and sustainability practices, including forecasting, budgeting, accounting, grant management, and contracting; and
- public meeting practices and laws, and public records management.

Candidates must possess a track record of successfully managing projects and program implementation. This position requires a person with the ability to work effectively with staff, the Board of Directors, water customers, elected officials, Tribes, and other stakeholders to promote positive change and create a structured, collaborative environment.

Key Characteristic and Attributes

- A leader with an inclusive management style who encourages discussion and collaboration among staff and key stakeholders.
- An effective listener and innovative problem solver that can address obstacles with creativity and flexibility and able to build consensus.
- Proven leadership in analysis and organizational management skills.
- Ability to analyze problems, identify alternative solutions and the consequences of the possible solutions and then implement the selected course of action.
- Ability to organize and prioritize competing and conflicting goals and objectives.
- Calm under pressure and the ability to remain positive.

Skills and Knowledge

- Knowledge of hydrological, water management, and engineering concepts and principles.
- Ability to synthesize complex information and communicate complicated issues in a concise and straightforward manner to a variety of audiences.
- Budget preparation and administration, including financing, and grant application and administration.
- Ability to establish, maintain and cultivate harmonious working relationships among staff, customers, contractors, and others contacted in the course of work.
- Ability to provide and accept constructive criticism.
- Ability to read, interpret and apply local, state, and federal laws, regulations and codes as they apply to District administration and operations.
- Ability to prepare comprehensive technical reports and correspondence on technical, administrative, and operational matters including District and YSGA Board and Committee meeting staff reports.
- Ability to lead stakeholder and Tribal engagement and outreach efforts.

Minimum Qualifications

- A minimum of a bachelor's degree in engineering, public or business administration, public policy, or a related field. A master's degree is preferred.
- Five years in a position of increasingly responsible management and staff supervisory experience. Experience in a public agency is desirable.
- Excellent verbal, written and interpersonal communication skills.
- Experience in budget development, implementation, and oversight.
- Skill and knowledge of management practices and the ability to analyze and evaluate organizational programs, policies, and operational needs.
- Knowledge of water rights and regulations, and the development of water planning documents.
- Experience in stakeholder and Tribal engagement and outreach.



Salary and Benefits

The salary range for the Assistant General Manager is \$144,000 - \$160,000 (based on experience and qualifications). In addition to a competitive salary, the District offers a generous benefit package that includes medical, life, and disability insurance, vacation, sick leave, and paid holidays, among other benefits. The District's retirement plan consists of a defined contribution 401(a) plan with a three year cliff vesting schedule to which the District contributes 7% of wages and a deferred compensation 457(b) plan with an employer match.

Application Process and Recruitment Schedule

The final filing date is November 6, 2023.

Qualified applicants should submit a resume, cover letter, and three work-related references to ksicke@ycfcwcd.org. Candidates will be notified prior to references being contacted. Resumes should reflect the years and months of positions held, as well as staff size and budgets you have managed.

Employment will be contingent on passing a physical and a substance screening.

For additional information, please contact Kristin Sicke at 530.662.0265 or ksicke@ycfcwcd.org.



Equal Opportunity: Yolo County Flood Control & Water Conservation District is an Equal Opportunity Employer and welcomes applications from all qualified applicants. The District prohibits discrimination based on race, color, religion, gender, national origin, age, disability, veteran status, marital status, pregnancy, gender expression or identity, sexual orientation or any other legally protected status.