

WATER AGENCY DIRECTOR OF ENGINEERING**Definition**

Under administrative direction of the General Manager, is responsible for the overall management of engineering efforts and plans of the Sonoma County Water Agency; plans, organizes, directs, and coordinates the activities and functions of the agency's professional and technical engineering staff; works collaboratively with staff and is involved in projects assigned to the other operational areas as required; and performs related duties as required.

Distinguishing Characteristics

This single-position class is characterized by the responsibility to assist the General Manager in the overall planning and management activities related to the Sonoma County Water Agency's core function of engineering. The incumbent is also professionally responsible for all engineering activities of the Water Agency and uses considerable independent judgment and discretion in program administration and management. The position works with or may lead efforts that involve collaboration with other County departments, agencies, and regional stakeholders on issues such as local and regional objectives, mandates, and legislation impacting water programs and jurisdiction. Administrative direction is provided by the General Manager. The incumbent may act for the Water Agency General Manager as assigned or during periods of absence. This position serves in the capacity ~~as of the Water Agency Chief Engineer~~ chief engineer" per the Sonoma County Flood Control and Water Conservation District Act.

This class is distinguished from the Water Agency Assistant General Manager in that this class functions as the Agency's director of engineering services and is the primary position to act on behalf of the Water Agency General Manager as assigned. This class is further distinguished from the Water Agency General Manager in that the latter is the principal administrative person in overall charge of the Agency.

This class is exempt from the Civil Service Ordinance of the County of Sonoma, as stated in Section 5 of Ordinance No. 305-A as amended.

Typical Duties

Duties include, but are not limited to, the following:

Plans, organizes, directs, and coordinates the professional and technical engineering activities of the Sonoma County Water Agency.

In consultation with the Water Agency General Manager, formulates long-range goals of the Water Agency and develops, manages, and oversees plans for accomplishing these goals; develops policies

and procedures to carry out the plans ~~which~~ that have been developed; provides direction in the preparation of the Agency budget.

Reviews and evaluates programs, trends, legislation, existing infrastructure, hydrology, and groundwater yield and use data, and other Agency responsibilities to anticipate future needs and strategically develop Agency goals, plans, and future work plans.

Directs, manages, and reviews the work of subordinate management and professional staff, including selection, evaluation, promotion, assignment, disciplinary action, and training of employees.

Coordinates and provides guidance related to capital projects, water resource planning, energy and climate programs, operations, water use efficiency, and engineering-related activities with those of other governmental agencies, the County, public utilities, contractors, private organizations, and stakeholders including agricultural consumers, businesses and developers, environmental groups, and others.

Directs, reviews, and has professional responsibility for the design and construction of systems and facilities for the diversion, treatment, storage, and transmission of potable water supplies; sanitation treatment, collection, and disposal systems; and flood control and drainage facilities.

Directs the review and evaluation of land development projects for consistency with adopted drainage, flood hazard, and erosion control standards; directs the acquisition of lands, right-of-way, easements, licenses, and permits.

Acts as the subject matter expert and represents the Agency in related stakeholder meetings and relations with other governmental agencies and jurisdictions.

Represents the Agency to various legislative bodies; identifies legislation impacts and develops goals; coordinates with associated consultants and representatives of other jurisdictions and legislative bodies; represents and advocates for the Agency to various rule-making and legislative bodies.

Consults with legal counsel concerning contracts and Agency operations; monitors legislation on the state, federal, and local levels; recommends changes required by new legislation.

Directs and reviews the preparation of environmental impact assessments and reports; directs and manages the Agency's water conservation and reclamation program.

Directs and reviews the preparation of drainage master plans; directs and reviews the Agency's water modeling and long-range needs assessment.

Confers with and advises ~~with~~ citizen groups, advisory bodies, and others concerned with Agency programs and activities; represents the Agency and speaks before public bodies, groups, organizations, and the public on matters pertaining to Agency programs and activities; attends conferences and seminars to keep informed of new developments and technologies.

Discusses and explains Agency plans, programs, and projects at public and community meetings, legislative and administrative hearings, and related functions.

Reviews and approves a variety of plans, reports, and correspondence; maintains Agency records and documents.

May act for the Water Agency General Manager during periods of absence.

Knowledge and Abilities

Extensive knowledge of: planning, design, and construction of large-scale public works projects and state and federal laws related to the planning and development of public works projects; the principles, practices, and techniques of civil engineering in large water, sanitation, and flood control programs; state and federal laws related to the operation of public works projects.

Thorough knowledge of: principles and practices of personnel and fiscal administration, including the budgetary process; principles of supervision, staff development, and training; principles and practices of contract negotiation and administration; economic research and feasibility as it relates to public works projects.

Considerable knowledge of: English syntax and grammar.

Ability to: plan, organize, and direct the activities of a large staff of highly specialized professional, technical, maintenance, operational, and clerical personnel; establish and maintain harmonious working relationships with coworkers, subordinates, representatives of other governmental agencies, County of Sonoma, private contractors, private organizations, consulting engineers and architects, and the general public; prepare and implement administrative and fiscal policies and controls; manage multiple program activities with other Water Agency functions, County of Sonoma, and other public entities; determine organizational needs and functional changes in order to improve efficiency and effectiveness; provide effective leadership in the development of new or improved procedures; analyze and review staff effectively; assemble, organize, and present in written and/or oral form, reports containing alternative solutions and recommendations regarding specific resources, plans, and policies; and speak before groups regarding department plans, projects, and functions; understand and accept differences in human behavior; effectively interact with all populations, such as individuals from diverse racial, ethnic, cultural, educational, generational, and/or socio-economic backgrounds.

Minimum Qualifications

Experience and Education ~~and Experience:~~

A combination of work experience, training, and education, that would provide an opportunity to acquire the knowledge and abilities listed herein. A typical way to qualify is:

Seven (7) years of extensive professional engineering experience, including three (3) years in a management or supervisory capacity in public works or water agency, including experience with water and wastewater systems and environmental impacts.

AND

~~Any combination of education, training, and experience which would likely provide the required knowledge and abilities. Normally, a~~ master's degree in civil, mechanical, chemical, agricultural, industrial, electrical, metallurgical, or petroleum engineering and extensive coursework in water, wastewater, and natural resources planning and development; ~~and seven years of extensive professional engineering experience, including three years in a management or supervisory capacity in public works or water agency, including experience with water and wastewater systems and environmental impacts.~~

License: Possession of a valid certificate of registration as a Civil Engineer issued by the State of California Board of Registration for Professional Engineers and Land Surveyors is required.

Possession of , or ability to obtain, a valid State of California driver's license at the appropriate level including special endorsements, ~~as required by the State of California,~~ may be required by the date of hire depending upon assignment ~~to perform the essential job functions of the position.~~