



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

WATER RESOURCE MANAGEMENT GROUP MANAGER Group Manager

Group-Section: Chief Executives Offices	FLSA Status: Exempt Bargaining Unit: Unrepresented	Salary Grade: 88 Job #: Z62
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JOB SUMMARY

Directs Metropolitan's strategic resource planning activities relating to short- and long-term financial planning, integrated resources planning, water demand and sale projections, facility and environmental planning, State Water Project resources relating to Bay/Delta activities, State Water Contractors, Central Valley transfer, Colorado River resources and power issues, and local resources relating to ground water conjunctive use, reclaimed water, and water conservation programs. Directs related programs and studies and develops related policies and procedures to ensure that all planning and resources activities are in compliance with applicable laws, regulations, policies, and procedures.

Incumbent employee performs duties determined by the applicable Department Head as having significant responsibilities for formulating and administering District policies or programs at the executive level, or as having significant responsibilities for administering employer-employee relations matters at the executive level.

OVERSIGHT

Receives direction from the Assistant General Manager/Chief Operating Officer. Manages and supervises a staff of managers, professionals, paraprofessional, and administrative Support.

JOB DUTIES

1. Develops and implements operating and capital budget in accordance with established goals and objectives to ensure that Metropolitan's mission, goals, and objectives are met. Establishes policies on planning and resources issues in coordination with the General Manager.
2. Directs economic forecasting activities relating to water demand and resource trends and opportunities to ensure that Metropolitan's short - long-term requirements are met. Manages related programs which include projection of water demand forecasts, water resources evaluation, water supply reliability, system modeling and analyses, and financial and cost impacts to support divisional strategies and goals.
3. Directs planning activities for major distribution, treatment, and storage facilities included in the Capital Improvement Program; directs and monitors legislative and regulatory compliance issues relating to wetlands and endangered species to ensure compliance with applicable laws, regulations, policies, and procedures.
4. Negotiates, administers, and approves for execution by the COO or GM resource contracts related to water transfers and purchases, State Water Project, Colorado River deliveries, in-region resource development and water-use efficiency, including local projects program, conservation, groundwater recovery program, and groundwater conjunctive use programs.

5. Develops policy recommendations and coordinates the cost/benefit assessments related to the management of Metropolitan's water resources and water-use efficiency programs.
6. Directs financial planning activities related to the implementation of the Integrated Resources Plan, financial rate structure, and rates; develops rates and charges for water services, and water management programs to ensure that Metropolitan's short - and long-term needs are met.
7. Directs the State Water Project, Bay/Delta, and Central Valley water transfer activities to ensure that Metropolitan's water requirements are met. Directs all water and power resources activities involving the Colorado River and other power resources to ensure that Metropolitan's power resources are fully maximized.
8. Directs Metropolitan's representative on the State Water Contractors Board of Directors on all matters related to the State Water Project and Bay/Delta to ensure efficient operations; monitors liaison activities with member agencies, sub agencies, and other water agencies regarding the development of local resources.
9. Administers Metropolitan's contracts and agreements related to the State Water Project and Colorado River deliveries.
10. Directs activities relating to groundwater recovery, local groundwater storage, and reclamation programs to ensure that Metropolitan's long-term water needs are met.
11. Meets with and coordinates liaison activities with local, state, and federal officials and agencies, and other organizations with responsibilities in water supply, power, and water resources.
12. Performs other related duties as required.

EMPLOYMENT STANDARDS

MINIMUM REQUIREMENTS

Education and Experience: Bachelor's degree from an accredited college or university and fourteen years of increasingly responsible relevant experience, of which six years must have been in a management or supervisory position; or an advanced degree from an accredited college or university and twelve years of increasingly responsible relevant experience, of which six years must have been in a management or supervisory position.

Required Knowledge of: Relevant current and proposed state and federal water practices; water resource issues; economics of water resources; general practices associated with storage, conveyance, and distribution of source and treated waters; current business and organizational management theories and practices; personnel practices and regulations; financial and budgeting practices and procedures; management and supervisory concepts and techniques; negotiation techniques; project management; contract administration; water quality and pollution control; hydrology; and institutional frameworks.

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Adopted: 02/10/14

Revised:

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Required Skills and Abilities to: Manage a diverse work force; plan, organize, and review the work of subordinates; review work products for detail and adherence to guidelines; encourage and facilitate cooperation; mentor, develop, and motivate staff; determine training needs of staff; exercise judgment and discretion; manage water resource planning and development; negotiate and administer resource agreements; administer consultant services agreements; communicate orally and in writing on administrative and technical topics; represent Metropolitan to public and private entities, regulatory bodies, special interest groups, and members of the public; establish and maintain collaborative working relationships with all levels within the organization, other agencies, regulatory agencies, special interest groups, and the public; use business applications; provide presentations to executive management, Board of Directors, member agencies, and regulatory agencies, water industry professionals, and community groups.

Certificates, Licenses, And Registrations Requirements

Employees in this position may be required to obtain and maintain the following certifications, licensing, and registrations:

Certificates

- None

Licenses

- Valid California Class C Driver License that allows you to drive in the course of your employment

Registrations

- None

PHYSICAL DEMANDS, WORK ENVIRONMENT, AND VISION REQUIREMENTS

The physical demands and work environment characteristics described here are representative of those that must be met or may be encountered by an employee to successfully perform the job duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the job duties.

Physical Demands: The work is sedentary. Typically, the employee may sit comfortably to do the work. However, there may be some walking; standing; bending; carrying of light items such as paper, books, or small parts; driving an automobile, etc. No special physical demands are required to perform the work.

Work Environment: The work environment involves everyday risks or discomforts that require normal safety precautions typical of such places as offices, meeting and training rooms, libraries, and residences, e.g., use of safe work practices with office equipment, avoidance of trips and falls, observance of fire regulations and traffic signals, etc. The work area is adequately lighted, heated, and ventilated.

Vision Requirements: No special vision requirements

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