JOB DESCRIPTION

TITLE: WATER MANAGEMENT SPECIALIST I  SECTION: WATER MANAGEMENT

DEPARTMENT: COMMUNICATION & CONSERVATION SRN: A-38  Date: August 6, 2014

REPORTING RELATIONSHIP:

Reports to: CONSERVATION COORDINATOR

Supervises the following positions: Not Applicable

DEFINITION: Under general direction, is able to coordinate the execution of one or more of the District’s Water Management Programs (Plan checks, Plan Check Inspections, WBIC, Landscape Rebates, Audits, etc.) within a specific Water Management Area of Operation: Residential, Commercial, Golf Course or Agricultural. Performs professional horticultural, landscape architectural, golf course and agricultural irrigation system review of proposed development plans as well as evaluating the performance of existing systems; provides technical assistance in these areas to new and existing developments; manages water conservation related projects; performs field tests, studies and surveys; and performs related work as required.

ESSENTIAL FUNCTIONS:

Meets with and provides technical assistance to homeowners, private landscape maintenance companies, retail nurseries and irrigation designers regarding the district’s WBIC, curbside run-off reduction and nursery plant tag programs as well as general ‘Lush and Efficient’ concepts to help achieve optimum water usage and water conservation on existing and new private homeowner landscapes, if assigned a residential water conservation program responsibility.

Meets with and provides technical assistance to developers, landscape architects and irrigation designers regarding the district’s landscape plan check criteria and or concepts to help achieve optimum water usage and water conservation on existing and new developmental projects, if assigned a commercial water conservation program responsibility.

Meets with and provides technical assistance to golf course superintendents, assistant golf course superintendents, golf course irrigation foreman and workers and golf course architects and irrigation designers regarding the district’s landscape plan check criteria and or concepts to help achieve optimum water usage and water conservation on existing and new golf courses, if assigned a golf course water conservation program responsibility.

Meets with and provides technical assistance to growers, farm managers and farm irrigators regarding the district’s agricultural irrigation audit program, local CIMIS data and crop coefficients to help achieve optimum water usage and water conservation on existing and new agricultural projects, if assigned a farm water conservation program responsibility.

Performs field tests and surveys to determine soil characteristics, plant types and irrigation water application methods and efficiencies.
Assists agriculture, private industry, the general public and governmental officials with questions relating to soils, plant types, irrigation requirements and techniques as related to water use through email, phone, or in person.

Assists in the preparation of informational papers and brochures relating to landscaping, golf course or agricultural water usage, and conservation and other related subjects.

Prepares and makes presentations to various groups regarding landscaping, golf course, agricultural irrigation and water conservation related subjects.

Prepares or directs the preparation of landscape and irrigation plans for various district facilities.

Performs related duties as assigned.

**MINIMUM QUALIFICATIONS:**

**License or Certificates:** Valid California Operators license issued by the State Department of Motor Vehicles. Department of Motor Vehicles driving record may influence employment or classification.

**Education and Experience:** The minimum educational background is a Bachelor’s Degree from an accredited university in Natural Resources Management, Agronomy, Horticulture, Irrigation, Landscape Architecture, or related discipline.

In lieu of a Bachelor’s Degree, an equivalent combination of training and experience is acceptable. This training and experience must include:

1) Certification by the American Water Works Association for Water Use Efficiency Practitioner, Grade 1.
2) Certification in at least two of the following programs: An Irrigation Association’s Certified Landscape Irrigation Auditor; an UC Riverside Extension certificate in Turf Grass Management or Landscape Irrigation Management; a California Landscape Contractor’s Association’s Certified Landscape Irrigation Auditor; a Living Desert University or University of California, extension Certified Master Gardener; an Irrigation Technical Training School Certified Irrigator Technician, or Certified Arborist.
3) The ability to attain AWWA Water Use Efficiency Practitioner Grade 2 within two years of employment.

**Skills/Abilities:**
- Read, review and prepare grading, landscaping, soils and irrigation system plans.
- Prepare comprehensive technical reports and recommendations.
- Perform a variety of field tests and water audits.
- Answer, resolve, and analyze customer questions & concerns.
- Work cooperatively with others.
- Tactfully and courteously deal with the public.
- Operate a computer workstation.
Knowledge of:
- CVWD regulations, policies & procedures
- Physical, chemical and nutrient analysis of soils.
- Principles and practices of landscape architecture.
- Principles and practices of irrigation scheduling
- Principles and practices of irrigation system performance analysis and auditing
- CVWD General landscape guidelines and irrigation system design criteria.
- Design of a wide variety of modern irrigation systems.
- Desert native and adaptable plant types for the climate, soils and types of irrigation waters that exist within the District.
- Principles and standard methods of a variety of field tests and surveys as related to water consumption.
- Coachella Valley Water District rules and regulations.

- MS Word and MS Excel computer programs.

PHYSICAL REQUIREMENTS:

1. Drives District vehicle to job sites. Uses a two-way radio for communication.

2. Sits for prolonged periods of time.

3. Works alone in extreme weather conditions including heat and rain. May work in areas containing chemicals, dust, exhaust, fumes, insects, snakes and dogs.

4. May dig with shovel.

See Human Resources for physical assessment form.