JOB DESCRIPTION

TITLE: WATER MANAGEMENT SUPERVISOR    SECTION: WATER MANAGEMENT

DEPARTMENT: COMMUNICATION & CONSERVATION          SRN: S-23

REPORTING RELATIONSHIP: August 6, 2014

Reports to: CONSERVATION COORDINATOR

Supervises the following positions: Water Management Aide, Water Management Technician

DEFINITION: Under general direction, to organize, execute and coordinate conservation programs in various subject matters; to supervise the workplace performance of WM aides and technicians in the execution of water conservation programs; to provide professional agronomic, horticultural and irrigation technical assistance in golf course, urban and agricultural water conservation areas to all WM staff; to create and direct field tests, studies and surveys to promote efficiency through education and research; to generate data on efficiency efforts and achievements for district publications; to make water conservation presentations to public and private water users and to do other conservation related work as required. Oversee the District CIMIS stations, data acquisition, maintenance and reliability. Provide great customer service.

ESSENTIAL FUNCTIONS:

1. Prepares and conducts employee evaluations.

2. Assists the WM staff with difficult or complex technical trouble calls.

3. Assists in the implementation of conservation programs, workshops and evaluate their effectiveness.

4. Educates customers on water conservation technology advances in urban, golf, and agricultural areas.

5. Provides technical assistance to existing urban residential, recreational and commercial developments, golf courses and farmers to help achieve optimum water usage and conservation.

6. Meets with developers, farmers, landcapers, golf course superintendents and outside consultants to discuss irrigation concepts and general water requirements for new projects.

7. Comments to outside consultants with regards to the selection of desert appropriate landscape plant material, crops and choice of irrigation systems.

8. Monitors state and federal legislation affecting conservation.
9. Reviews field tests and surveys to determine local soil characteristics, plant types and irrigation water application methods and efficiencies.

10. Assists contractors, the general public and governmental officials with site-specific questions relating to soils, plant types, irrigation requirements and techniques as related to water use.

11. Prepares annual department budget

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

13. Prepares and makes or assigns personnel to make presentations to various groups in regards to landscape irrigation, turfgrass irrigation, crop irrigation and related subjects.

14. Oversees the District's CIMIS stations, data acquisition and maintenance

15. 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 Agronomy, Horticulture, Irrigation, or Landscape Architecture with a Minor in Soils or Agronomy. The minimum experience required is 5 years of experience working in the field with irrigation systems, desert agricultural crops, ornamental horticulture, turfgrass management and soil/water testing. May be required to obtain certifications such as a Landscape and a Golf Course Irrigation Auditor, and/or an Agricultural Irrigation Specialist within 24 months.

Skills/Abilities: -Ability to supervise and lead employees.
-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.
-Make public presentations to urban and agricultural stakeholders

Knowledge of: -Physical, chemical and nutrient analysis of soils.
-Principles and practices of landscape architecture.
-Principles and practices of crop irrigation.
-General landscape guidelines and irrigation system design criteria.
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- Design of a wide variety of modern irrigation systems.
- Desert native and adaptable landscape plant types for the climate, soils and types of irrigation waters that exist within the District.
- Desert tree, vine, row and field crop 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, Excel, Access, PowerPoint, Outlook, GIS, Fleet, Adobe
- Principles and practices of teaching.
- Tiered rates and water budgets
- CVWD regulations, policies & procedures

PHYSICAL REQUIREMENTS:

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

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

3. May dig with shovel.

4. May work night and weekends

See Human Resources for physical assessment form.