CAREER OPPORTUNITY

Director of Water Resources

North Marin Water District is seeking a dynamic, strategic, and collaborative leader for its Water Resources Department.

The Director of Water Resources serves as one of five Department Heads and reports directly to the General Manager.

NORTH MARIN WATER DISTRICT

The Position

North Marin Water District (NMWD) is seeking a dynamic, strategic, and collaborative leader for its new Director of Water Resources position. The successful candidate will serve as a new department head reporting to the General Manager as well as the Technical Manager for the District's water quality laboratory. The successful candidate will be responsible for growing the department over time via integration of existing division or teams in coordination with District leadership.

About Us

NMWD is an independent special district formed under Division 12 of the California Water Code (County Water Districts) and provides potable water, recycled water, and wastewater services to more than 65,000 customers in Marin County and a portion of southern Sonoma County.

The District was formed in 1948 and has a five-member Board of Directors, elected by Division for 4-year terms. These water and wastewater services are provided through four separate enterprises: Novato Water, Novato Recycled Water, and the West Marin Water systems, and the Oceana Marin wastewater system. NMWD and the Marin Municipal Water District (MMWD) represent the two primary water providers in Marin County, with MMWD as the larger agency serving approximately three times the number of customers.

Organization

NMWD has 61 (budgeted) Full-Time employees organized into five departments consisting of Administrative Services, Utilities, Engineering, Operations and our new Water Resources Department. In addition to the General Manager, there are three other staff members appointed by the Board of Directors: The Director of Administrative Services, who heads the Administrative Services Department, the Assistant GM/Director of Engineering that heads the Engineering Department and the Executive Assistant/District Secretary. The Departments work very collaboratively to ensure that all NMWD assets are functional, efficient, and maintained or replaced in accordance with industry standards and that all NMWD administration and operations comply with local, state and federal requirements.

In 2025, NMWD staff, with the support of the Board of Directors, developed an updated five-year Strategic Plan for 2025–2030. The planning process included a customer survey, an all-staff survey, and one-on-one interviews with selected staff members, senior staff, and members of the Draft Recruitment Flyer Content Board of Directors. One outcome of the updated Strategic Plan was the realignment of NMWD's departmental organizational structure and the establishment of the Water Resources Department.

Water Supply

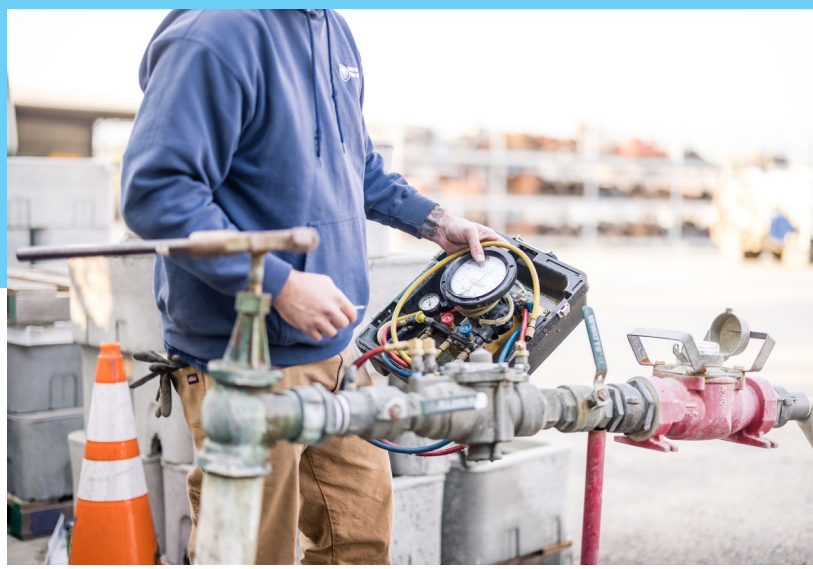
NMWD manages two local water supplies: Stafford Lake, which provides approximately 20% of Novato's water, is formed by Stafford Dam. The dam was originally built in 1951 and raised and modified, including its spillway in 1985. The West Marin Water system relies 100% on a series of groundwater wells adjacent to Lagunitas Creek. There is a total of 4 active wells, one of which—the Gallagher Well #2—was recently constructed in late 2022 and serves as the primary supply well. The Novato Water system relies on Russian River water purchases from the Sonoma County Water Agency (Sonoma Water) for approximately 80% of Novato's water demand. This purchased water is transmitted from Sonoma Water's Kastania Storage tank through the North Marin Aqueduct, a 30-inch to 42-inch diameter steel pipeline along Highway 101. MMWD also relies on the aqueduct for transmitting their purchased water from Sonoma Water.

NMWD began its Recycled Water program in 2011 and completed major expansions in 2015 within the Novato area. Treated water is purchased from Las Gallinas Valley Sanitary District for the "South" area and from the Novato Sanitary District for the "North/Central" area. NMWD owns and operates the Deer Island Recycled Water Treatment Facility, scheduled for decommissioning in 2027.

Regional Partnerships and Community Involvement

NMWD has developed and maintains strong partnerships with other agencies including the City of Novato, Novato Fire Protection District, Las Gallinas Valley Sanitary District, Novato Sanitary District, Inverness Public Utility District, County of Marin, and Sonoma Water's WAC and TAC.

NMWD is a member of the Novato Chamber of Commerce, serving on the Government Affairs Committee and a sponsor of Leadership Novato Program. NMWD is also a long-standing member of AWWA, ACWA, ASDSO, and CSRMA as well as regional organizations such as NBWRA and NBWA. Because of the interconnection of water transmission infrastructure, NMWD Operations regularly coordinates with MMWD and Sonoma Water to ensure safe and reliable flow of water to NMWD's customers and to facilitate maintenance or repairs.



What We Are Looking For

The ideal candidate is an experienced water professional with strong interpersonal and communication skills, critical thinking and creative problem-solving abilities, and highly knowledgeable of regulatory requirements and compliance for groundwater and surface water supplies, drinking water and recycled water standards. We are seeking an individual with extensive supervisory experience and oversight of water and wastewater compliance programs, including cross-connection control and backflow, and recycled water distribution. Additional experience and proven ability in the following areas is desired:

- Strong communication skills with the public, staff, consultants, governing boards, and officials at all levels of government, including elected officials.
- Demonstrated knowledge of drinking water regulatory requirements, including both the federal and California Safe Drinking Water Acts, and the California Health & Safety Code, as well as related programs under the State Water Resources Control Board and the USEPA.
- Experience with other water quality regulations and programs, including those under the California Code of Regulations and Water Code; NPDES, ELAP, DWR; and industry standards such as AWWA, and ANSI/NSF.
- Knowledge of drinking water source water assessments and protection for groundwater and surface water supplies.
- Knowledge of water supply planning and the Russian River watershed and water supply operations (USACE-SCWA).
- Exercise sound and independent judgement.
- Recognize and effectively manage ever- changing priorities, needs and pressures placed on the organization.
- Be responsive to challenges and opportunities as well as minimizing vulnerabilities.

Key Responsibilities

- Works closely with the Finance team in developing and managing annual regulatory compliance budgets for potable, recycled, and wastewater enterprises.
- Develops and implements compliance programs in accordance with state and federal regulations.
- Works with Operations, Engineering, and Utilities teams on Capital Improvement Program (CIP) Projects design and implementation, including flushing and disinfection plans.
- Ensures effective watershed and well field management practices including permit compliance.
- Advises the General Manager and Board on technical and management matters related to water quality, treatment and testing.
- Represents the District at meetings and task forces; participates in strategic planning, long-range budget management and various studies.
- Manages recruitment, employee relations, performance management, and staff development.

Education and Experience

The minimum qualification for this position is a Bachelor of Science degree in chemistry, biochemistry, biology, microbiology, natural or physical science, environmental engineering, sanitary engineering, or chemical engineering and five years' experience in the analysis of chemical, biological, or microbiological samples in an environmental laboratory for the water utility industry. Additional qualifications include experience in environmental laboratory fields of accreditation for drinking water, non-potable water and sewage sludge, including but not limited to toxic chemical elements, microbiology and inorganic chemistry.

Our ideal candidate will possess the desired qualifications of ten years of increasingly responsible management experience in laboratory operations in the water utility or equivalent field. The additional requirements of the candidate are:

- Possessing a California Drinking Water Operator Certification Program (DWOCP) Grade D2 Water Distribution Operator Certificate *or the ability to obtain certification within 18 months of appointment to the position.*
- Possession of a valid Class C California driver's license.
- Possession of a Water Treatment Operator T2 certification from DWOCP *is desired but not required.*

Compensation and Benefits

The Annual salary is $170,052 – 207,037. Actual starting salary will depend on qualifications and experience.

NMWD offers a comprehensive and competitive benefits package including:

- CalPERS retirement 2.5% at 55 formula. (If new to CalPERS on or after January 1, 2013 or not from an agency with reciprocity with CalPERS, the formula is 2% at 62 by pension reform law.)
- The District pays up to 85% of monthly medical insurance premiums and covers 100% of dental and vision insurance premiums. Coverage is provided for employees and their eligible family members.
- Deferred compensation (457(b)) matches up to 1% of the annual salary.
- Management leave of 80 hours per year, and vacation starting at two weeks per year.
- Work schedule is a standard 40-hour per week schedule.
- District paid life insurance.
- Educational reimbursement and employee assisted housing program available after completing probationary period.

For more information on benefits see: https://nmwd.com/wp-content/uploads/2024/05/2024-NMWD-Benefit-Summary-FINAL-1.pdf

For more information regarding this position & benefits please visit governmentjobs.com and https://nmwd.com/careers/employment-opportunities/

For more information about North Marin Water District please visit nmwd.com

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