



SOUTH SAN JOAQUIN
IRRIGATION DISTRICT

Finance and Administration Manager



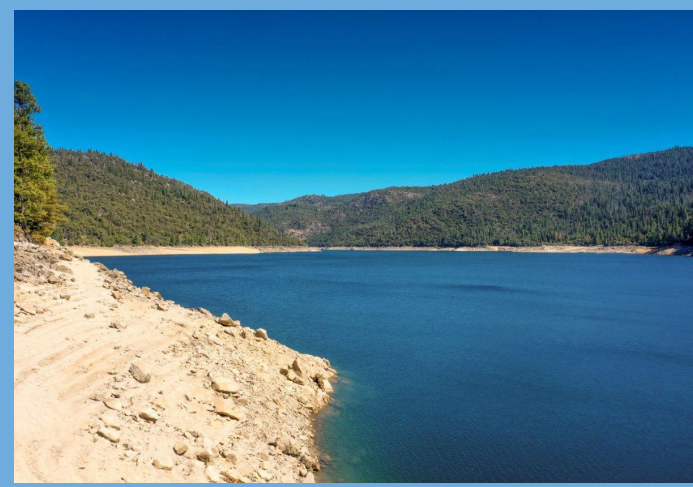
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THE ORGANIZATION

Serving the region for over 113 years, the South San Joaquin Irrigation District (SSJID) provides a reliable and economical source of high-quality surface water for agricultural customers and wholesale treated drinking water to cities in southern San Joaquin County. The District is a special district of the State of California, authorized under the California Water Code, which allows the District to provide water, electricity, and related recreational services.

SSJID is a multifaceted organization with a long track record of innovation. As a senior water rights holder, the District owns and operates several hydroelectric power plants, dams and reservoirs on the Stanislaus River. SSJID and Oakdale Irrigation District completed the original Melones Reservoir in 1926, and since 1957 they have co-owned the Tri-Dam Project, consisting of Donnell's, Beardsley, and Tulloch reservoirs and powerhouses. SSJID also owns Woodward Reservoir where it provides access to recreation facilities through an agreement with Stanislaus County. In 2005, the District expanded into providing wholesale domestic water to local cities with its state-of-the-art Nick C. DeGroot Water Treatment Plant. The District owns and operates a 1.4-megawatt solar farm that provides electricity to run its water treatment plant. SSJID also operates an innovative, award winning pressurized irrigation project, which provides fully automated, pressurized irrigation water service that conserves water and reduces operating costs for customers. The District also continues work on an initiative to provide safe, reliable, and economical retail electric service to customers and cities in its service territory. This continued effort to provide locally owned retail electric service to its residents remains one of SSJID's top priorities.



The SSJID is a special district subject to the California Water Code and the California Government Code. It is governed by a community-minded and cohesive, five-member Board of Directors, elected by registered voters within each of the District's five divisions. Directors serve four-year terms, which along with SSJID's senior water rights and keen fiscal prudence, serve as hallmarks of the District's unique model of financial and organizational stability. The Board has the authority to fix rates and charges for the District's commodities and services. The District may also incur indebtedness, including the issuance of bonds and certificates of participation, and is exempt from federal and state income taxes.

The SSJID is a great supporter in local communities, supporting events such as Ripon's annual Almond Blossom Festival along with other regional community events. SSJID is also proud to note its staff has led several employee-driven initiatives to donate both time and resources throughout its communities.

The District is administered by General Manager Peter M. Rietkerk, under the direction and oversight of the publicly elected Board of Directors. SSJID's nearly 100 full-time employees staff five departments (Finance & Administration, Engineering, Operations/Water, Electrical, and the Water Treatment Plant), most of which are located in Manteca. The District's annual budget is approximately \$38 million.

For more information, please visit: www.ssjid.com.

THE REGION

The South San Joaquin Irrigation District (SSJID) is located in San Joaquin County in the middle of California's bountiful Central Valley. SSJID's service area covers approximately 113 square miles and includes the cities of Manteca, Ripon, and Escalon, and portions of unincorporated San Joaquin County.

The District is primarily agricultural with picturesque orchards, vineyards, row crops, and grazing lands. Surrounded by farmland and open spaces, Manteca, Ripon, and Escalon offer friendly, small-town living with convenient amenities and services. There are a variety of shopping and

dining experiences within the region. You will find farm fresh produce from local farm stands and farmers markets, as well as locally produced wines. The communities of Ripon and Escalon offer boutique shops and restaurants in their charming downtown areas, while major retailers and restaurant chains are accessible in Manteca and in nearby Stockton and Modesto, each about 15 minutes away. The cities provide wide range of recreational activities for children and adults, including over 100 parks and recreational facilities, bikeways, swimming pools, sports complexes, several private and public golf courses, tennis

courts, a BMX bicycle track, a skate park, a rock climbing gym, and several other health club amenities to suit your lifestyle. Nearby Caswell Memorial State Park, the California Delta, and the Stanislaus River offer a variety of water sports, nature trails, and camping. The District's central location affords easy access to the San Francisco Bay area, Sacramento, and to many California coastal and mountain destinations, including Yosemite. Affordable housing, excellent health care facilities, low crime rate, and quality public and private schools are increasingly attracting new residents seeking a pastoral setting, slower pace of life, and strong sense of community.

For more information about these cities, please visit www.ci.manteca.ca.us; www.cityofripon.org; and www.cityofescalon.org.



THE POSITION

SSJID is currently seeking a Finance and Administration Manager to join our executive team. The Finance and Administration Manager serves as the chief financial officer and financial advisor to the General Manager, Board of Directors, and other staff, and is responsible for the stewardship and oversight of the District's finances including financial planning, financing, rate projections and determinations, budget preparation and management, financial reporting and audit, investment management and reporting, financial and general business analysis, accounting and customer service, credit and collections, and coordination with other departments and utilities. The Finance and Administration Manager has direct supervisory responsibility over three staff in the District's financial, information technology, and human resources functions, and indirect responsibility for four personnel in accounting and customer service. This role also serves in the statutory offices of Assessor, Treasurer, and Collector for the District.



THE IDEAL CANDIDATE

The ideal Finance and Administration Manager will have experience in development and implementation of strategic goals, objectives, policies, and procedures for multiple departments. The ideal candidate is a dynamic leader with the ability to exercise technical oversight and practice, but can also lead, direct, and coach staff in a multitude of functions. The ideal candidate possesses common sense, strong interpersonal skills, and a love of learning. This position requires a candidate who is an innovative, proactive problem solver. The Finance and Administration Manager will possess high integrity and unquestionable ethics, working collaboratively throughout the organization in a creative, respectful, and diplomatic manner. The desired candidate will be approachable, intellectually honest, customer service oriented toward internal and external clients, and attracted to SSJID's Mission, Vision, and Values.

The ideal candidate must be an exceptional writer and speaker as they will be expected to provide technical information to the Board, as well as the General Manager. The successful candidate will work closely with the General Manager and the executive team in providing the best strategic advice, counsel, and recommendations to the Board.

The candidate will be expected to possess public sector experience or have keen knowledge of principles, practices and procedures of public administration, governmental finance, debt management, budgeting and accounting. The position will require the candidate to operate under federal, state, and local laws, with the understanding, and the ability to operate under, applicable state codes for special district administration related to district functions, programs, and operations. The candidate must be a Certified Public Accountant, Certified Management Accountant, or a Master of Business Administration with a focus in accounting or finance.

MISSION STATEMENT

SSJID provides the utmost value for its agricultural, urban, and business community by protecting and delivering vital resources with exceptional service.

VISION

As a premier organization, South San Joaquin Irrigation District is passionately focused on delivering high quality water and power that are integral to the communities we serve, while leading in innovation and sustaining a deep respect for our history, our employees, and our environment.

VALUES

The SSJID is committed to the following ten organizational values:
Accountability | Excellence | Health & Safety | Innovation
Integrity | Positivity | Respect | Service | Teamwork
Transparency

In order to be considered, a candidate must possess the following:

- A Bachelor's degree from an accredited college or university with major course work in public administration, business administration, accounting, or a closely related field. An advanced degree in any of the disciplines is highly desirable.
- Ten years of increasingly responsible supervisory experience, including five years of administrative responsibility in a private or public utility/electric utility with responsibility for formulation and implementation of programs, budgets, and administrative operations.
- Certified Public Accountant or Certified Management Accountant.
- Possession of an appropriate California operator's license issued by the State Department of Motor Vehicles. A good driving record of at least two (2) years duration, as evidenced by freedom from multiple or serious traffic violations or accidents.

COMPENSATION

Salary Range:

\$168,654 – \$205,000

Medical

100% employee paid health coverage; for coverage other than employee only, the contribution is 20% of the total premium after the employee paid health coverage amount is subtracted for the selected plan.

Retirement

CalPERS- Classic and PEPRA options available.

Annual Leave

Vacation- 12 days

Administrative Leave- 40 hours

Holidays

9 observed holidays and two floating holidays- 11 days total

Deferred Compensation:

Deferred compensation- The District matches up to \$3,500.00 annually

Additional Benefits

The District will reimburse the cost of qualifying job-related education.

To view a complete list of eligible benefits, please click [here](#).

APPLICATION AND RECRUITMENT PROCESS

The final filing date is April 18, 2022

To be considered, please electronically submit your resume, cover letter, and a list of five (5) professional references (references will **not** be contacted in the early stages of the recruitment) [here](#).

Resumes should reflect years and months of positions held, as well as size of staff and budgets you have managed. If you have additional questions, please contact:



Koff & Associate
A Gallagher Compar

Joshua Boudreaux MPA

510.901.0044

jboudreaux@koffassociates.com

