

## **METROPOLITAN WATER DISTRICT**

Is Hiring Three Key Group Manager Positions:

# **Integrated Support Services Group Manager Treatment And Water Quality Group Manager Conveyance And Distribution Group Manager**



**Koff & Associates**  
A Gallagher Company



## About The Metropolitan Water District

The Metropolitan Water District of Southern California (MWD) is a first class, state-established cooperative of 26 member agencies – cities and public water agencies – that serve nearly 19 million people in six counties. As an innovative industry leader, Metropolitan imports water from the Colorado River and Northern California to supplement local supplies and helps its members develop increased water conservation, recycling, storage and other resource management programs. MWD maintains an annual operation budget of nearly \$2 billion, ensuring the vast water system runs smoothly and it meets Southern California's water demands for generations to come.

"Metropolitan is a trend-setter in innovation, and we must grow this leadership to address and overcome the tremendous water challenges ahead. We are one, and our collective success depends on building a workforce with diverse perspectives and experiences, who are committed to our mission to deliver water reliability for Southern California." — Metropolitan General Manager Adel Hagekhalil

## Governance

MWD is governed by a 38-member board of directors, representing each of the district's 26 member agencies. Each member agency is represented by one or more directors based on the assessed property valuation of its jurisdiction. Mission Statement: "The mission of the Metropolitan Water District of Southern California is to provide its service area with adequate and reliable supplies of high-quality water to meet present and future needs in an environmentally and economically responsible way."

- 26 Member Agencies
- 19 million people in service area
- 1.5 billion gallons of water delivered daily
- 5 treatment plant
- 830 miles of pipeline
- \$1.6 billion invested in local resources
- 88 recycling projects
- 28 groundwater recovery projects

To learn more about MWD, go to: <https://www.mwdh2o.com/>

## Metropolitan's Strategic Priorities

Five strategic priorities shape the General Manager's Business Plan to drive new initiatives toward organizational improvements and overall resilience:

- Empower the Workforce and Promote Diversity, Equity, and Inclusion
- Sustain Metropolitan's Mission with a Strengthened Business Model
- Adapt to Changing Climate and Water Resources
- Protect Public Health, Regional Economy, and Metropolitan's Assets
- Partner with Interested Parties and the Communities We Serve

Metropolitan's biennial budget for FY 2023/24 and FY 2024/25 reflects 1,929 regular full-time employees, including 22 new regular full-time positions to support Board initiatives of Diversity, Equity & Inclusion (DEI) and Equal Employment Opportunity (EEO), as well as other critical District needs.

The District's headquarters are in downtown Los Angeles and about half of Metropolitan's employees work at headquarters. The other half work at field facilities including pumping plants, reservoirs, and water treatment plants.

Most Metropolitan employees are represented by the American Federation of State, County, and Municipal Employees (AFSCME), Local 1902; the Management and Professional Employees Association (MAPA), Local 1001; the Supervisors Association; and the Association of Confidential Employees (ACE). The four bargaining units represent approximately 99 percent of Metropolitan's employees. The remaining one percent is unrepresented.





# The Positions

As part of ongoing innovation and modernization, MWD has divided one very large group (department) of nearly 1,000 employees into three groups consisting of roughly 300 employees each.

The three **new** positions are:

- **CONVEYANCE AND DISTRIBUTION GROUP MANAGER**
- **INTEGRATED SUPPORT SERVICES GROUP MANAGER**
- **TREATMENT AND WATER QUALITY GROUP MANAGER**

## CONVEYANCE AND DISTRIBUTION GROUP MANAGER

Direct all operations and maintenance activities for Metropolitan's Desert and Regional water delivery system and related facilities such as pumping plants, pipelines, hydroelectric facilities, maintenance facilities, and reservoirs. Develop and implement related policies and procedures to ensure that all operations and maintenance activities are in compliance with applicable laws, regulations, policies, and procedures, and that Metropolitan's mission, goals, and objectives are met.

### OVERSIGHT

Receives direction from the Assistant General Manager of Operations. Leads, manages, and supervises a large diverse staff of managers, professionals, paraprofessional, technicians, skilled-craft personnel, and administrative support.

## INTEGRATED SUPPORT SERVICES GROUP MANAGER

Direct all operations and maintenance activities for Metropolitan's hydroelectric facilities, fleet and facility maintenance, construction facilities, manufacturing services, and power and water operations planning. Develop and implement related policies and procedures to ensure that all operations and maintenance activities are in compliance with applicable laws, regulations, policies, and procedures, and that Metropolitan's mission, goals, and objectives are met. Coordinate joint and integrated efforts of integrated support services, conveyance and distribution and treatment and water quality. Oversee the planning and scheduling of water deliveries and power operations. Schedule water deliveries from the State Water Project, Colorado River Aqueduct, water storage programs, and water transfers. Approve member agency water use certifications. Negotiate, administer, and recommend for execution by the general manager/assistant general manager power resource and transmission contracts. Serve as the Emergency Operations Center Director.

### OVERSIGHT

Receives direction from the Assistant General Manager of Operations. Leads, manages, and supervises a large diverse staff of managers, professionals, paraprofessional, technicians, skilled-craft personnel, and administrative support.

## TREATMENT AND WATER QUALITY GROUP MANAGER

Direct all operations and maintenance activities for Metropolitan's water treatment system and related facilities such as treatment plants, water quality laboratories, and pipelines. Develop and implement related policies and procedures to ensure that all operations and maintenance activities are in compliance with applicable laws, regulations, policies, and procedures, and that Metropolitan's mission, goals, and objectives are met. Oversee the planning and scheduling of water treatment and quality. Plan, develop, and implement, through subordinate managers, programs to ensure compliance with water quality. Develop and monitor short- and long-range strategic plans to ensure that Metropolitan's water delivery system is effectively maintained to maximize operational efficiency

### OVERSIGHT

Receives direction from the Assistant General Manager of Operations. Leads, manages, and supervises a large diverse staff of managers, professionals, paraprofessional, technicians, skilled-craft personnel, and administrative support.



# The Ideal Candidate(s)

The ideal candidates will be innovative, collaborative team-builders and strategic leaders with extensive management and technical abilities. The successful candidates will be hands-on, creative, and solutions-oriented, able to create hybrid teams using a combination of internal staff, industry partners, and external consultants to build a culture of efficiency using best practices and continual process improvement, teamwork, and an environment of high performance. Solid communication and interpersonal skills are necessary to establish positive working relationships; must be approachable and work well with individuals at all levels of the organization. The selected candidate will exemplify personal integrity, political savvy, dedication to public service, and a commitment to the core values of diversity, equity, and inclusion. Technical skills and abilities matched by excellent soft skills and emotional intelligence are essential.

## Key Attributes and Characteristics

- A solid leader and role model with a positive presence who demonstrates initiative, is action-oriented, exercises good judgment, treats others with respect, and is open and approachable.
- An active problem solver who anticipates and responds to problems in a timely manner, develops alternative solutions, and can bring resolution to issues quickly, involving others as needed.
- A relationship builder, committed to excellence with a strong customer service ethic and the ability to empower employees, while also holding them accountable.
- A commitment to diversity, equity, and inclusion in growing and building staff and team support.
- An outstanding manager of people who provides guidance and professional support to staff, offers regular feedback to employees, and serves as a mentor in providing training and growth opportunities.
- An individual who leads from the front and is willing to roll up their sleeves in emergency situations. A working manager who motivates by example as well as inspiration.
- Excellent communication and interpersonal skills necessary to build and foster positive working relationships with all levels of staff, executive leadership, government agencies, and other key stakeholders and business partners.
- A leader who is collaborative and supportive in working with executive leadership, ensuring the organization works toward a common goal.
- A person with the highest ethical standards who commands the trust and respect of peers through conduct of high integrity and professionalism.
- The ability to coach and mentor employee growth and development to create future leaders and succession planning.
- An empathetic and motivational team leader who creates a cooperative and cohesive working environment.



## Minimum Requirements for these Critical Positions include:

- Bachelor's degree from an accredited college or university in engineering, science, business administration, or related field
  - » And fourteen (14) years of increasingly responsible relevant experience, including budget administration.
  - » Of which, six (6) years must have been in a management or supervisory position
- Or an advanced degree from an accredited college or university in engineering, science, business administration or related field,
  - » And twelve (12) years of increasingly responsible relevant experience,
  - » Of which, six (6) years must have been in a management or supervisory position.

# Desirable Qualifications

- A State of California Water Treatment Operator Certification
- A State of California Water Distribution Operator Certification
- License in good standing as a California Professional Engineer



## Salary Range And Benefits

The salary range for these positions is \$230,090 to \$314,350

Salary is supplemented by a generous benefit package that includes:

- **Retirement:** CalPERS Classic member 7% for classic members paid by MWD upon date of hire, formula is 2% @ 55. New member formula is 2% @ 62 (8% employee contribution).
- **Medical Insurance:** Maximum of twelve (12) medical plans provided through CalPERS (three PPO and nine HMO) available for employee and qualified family members depending on location. MWD's contribution to premium is 100% of the highest HMO between Regions 2 and 3.
- **Dental Insurance:** PPO coverage provided through Delta Dental at no cost to employee and qualified family members.
- **Vision Insurance:** Coverage provided through VSP at no cost to employee. Family coverage available at a monthly flat rate of \$12.18.
- **Deferred Compensation:** MWD provides 401(k) plan matching contribution of \$1 to \$1 up to 4.5% of earnings. A voluntary pretax 457(b) plan with no match is also available to employees.
- **Retirement Medical Insurance:** Retiree medical coverage is provided by CalPERS to retirees based on the 10/20 vesting schedule. Employees must have 10 years of CalPERS service with 5 of the 10 years at MWD for 50% of employer contribution, and 5% for each year of service thereafter.
- **Annual Leave:** 10-25 days per year based on years of service. Consideration for prior years of local government service may be considered in determining accrual rate.
- **Holidays:** 15 paid holidays per year.
- **Sick Leave:** Up to 12 sick days per year.
- **Personal Leave:** 24 hours of personal leave.
- **Life Insurance:** Basic coverage provided by MWD for 1 times annual salary. Employees may purchase additional coverage up to a combine max of \$400,000.
- **Long Term Disability:** Coverage provided by district.
- **Car allowance:** \$600 per month.
- **Wellness:** Annual reimbursement of up to \$400 for wellness purchases including gym membership, equipment, weight loss programs and annual screenings.
- **Other Benefits Include:** Pre-tax Health and Dependent Care Flexible Spending Accounts offered, access to employer provided credit union, and EAP.

## Application Process and Recruitment Schedule

The final filing date is Monday, January 15, 2024.

To be considered, please electronically submit your resume, cover letter and a list of five professional references (references will not be contacted in the early stages of the recruitment) to:

<https://koffassociates.com/group-managers/>

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



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Website: <https://koffassociates.com/>

Resumes will be screened based on the criteria outlined in this brochure.

Candidates with the most relevant qualifications will be given preliminary interviews by the executive recruiter. Koff & Associates will report the results to the District. The District will then select candidates who will be invited to participate in a formal interview process. Extensive reference and background checks will be completed on the selected candidate.

