



INVITES YOUR INTEREST IN THE POSITION OF  
— **MANAGER** —

23260 Round Valley Drive | P.O. Box 846 | Lindsay, CA 93247



## OUR LOCATION

Located in the Southern San Joaquin Valley, Lindsay-Strathmore Irrigation District (LSID or District) is in the heart of California's citrus growing region, nestled against the foothills of the Sierra Nevada mountains. The small rural communities of Lindsay and Strathmore border the District. Larger communities of Porterville, Tulare, and Visalia are within a few minutes drive and Bakersfield and Fresno are less than an hour south and north, respectively.



## LINDSAY-STRATHMORE IRRIGATION DISTRICT

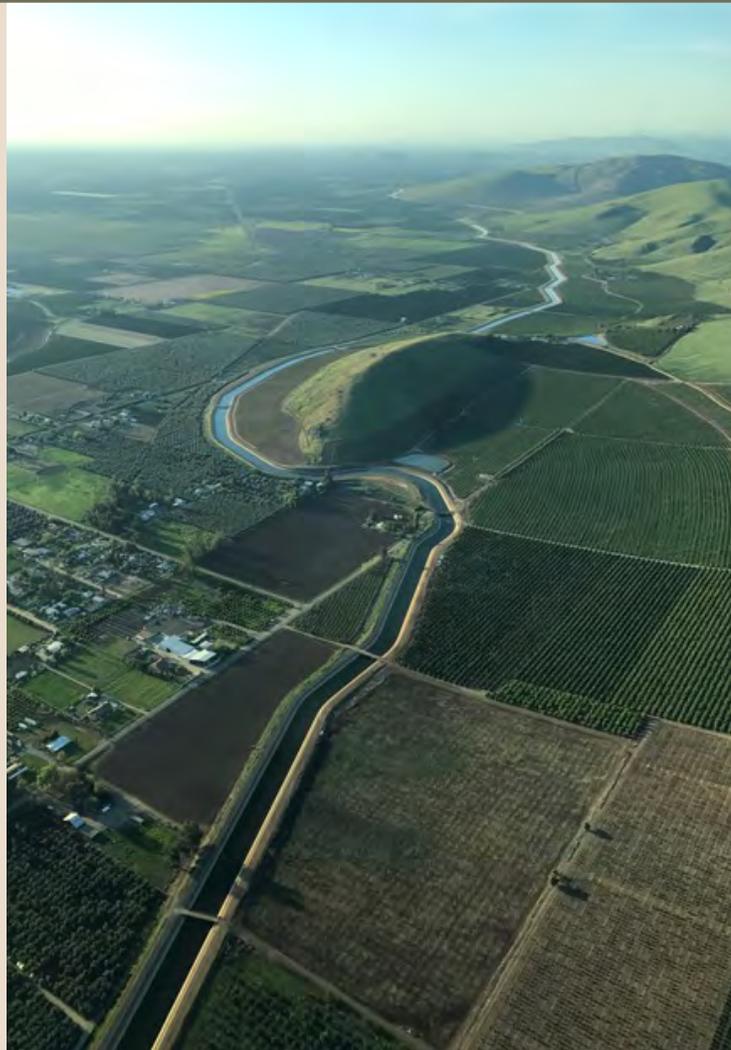
The District was established under the 1887 Wright Irrigation Act on October 25, 1915. Formation was needed to raise capital to bring a secure source of water to the District. The original dry land acreage was converted to citrus through the years as surface water supplies became more available to growers, such as through the Central Valley Project.

We maintain over 100 miles of underground, pressurized steel and plastic pipelines serving 400 family farms and nearly 1000 homes. We employ 17 full-time employees with the responsibility of serving irrigation and household water 24 hours a day, 365 days per year.

We provide ourselves on providing a stable, reliable water service to the nearly 12,500 acres of citrus and other permanent crops within District boundaries.

## DISTRICT GOVERNANCE

The District is governed by a five-member Board of Directors. Each Director represents a separate division and District ratepayers, collectively. The Directors are elected by the customers of the District and serve four year staggered terms. Publicly-noticed Board meetings are held monthly.



## DUTIES AND RESPONSIBILITIES

The Manager is the administrative head of LSID under the direction and control of the Board of Directors. The Manager is responsible for the administration of all the affairs of the District under his/her control. In addition to general administrative powers, the Manager's duties and responsibilities include, but are not limited to:

- **Employee Hiring and Management:** Oversee the activities of all employees and consultants. This includes hiring, termination, and promotion decisions. Consultants and legal counsel will serve at the pleasure of the Board of Directors.
- **Board Meeting Participation:** Attend and report on activities at all regular and special meetings of the Board of Directors and its committees unless excused.
- **Financial Tracking/Reporting:** Keep the Board of Directors fully advised as to the financial condition of the District, ensuring that the books are audited and a Treasurer's report is prepared regularly.
- **Budgeting:** Oversee preparation of the annual budget and submit it to the Board of Directors as required by the District. The Manager will adhere to the budget unless otherwise directed by the Board and will establish a system of accounting for expenditures. They will regularly review the status of the budget with the Board and propose appropriate corrective action if necessary.
- **Procurement:** Monitor the purchasing practices of the District to include expenditures for items classified as capital assets (e.g., auto equipment, office machines, etc.).
- **Community Liaison:** Investigate all complaints concerning the administration and operations of the District and report findings to the Board of Directors. Monitor preparation of District press releases.
- **Real Estate Oversight:** Exercise general supervision over all property belonging to LSID.
- **Brown Act Compliance:** Working with office staff to ensure compliance with California's public meetings laws, including appropriate noticing of Board meetings, preparation and distribution of Board material, and providing the services of a recording secretary to keep meeting minutes and record Board actions.
- **Coordination with Friant Water Authority:** Coordinate on an as-needed basis with staff and managers from the Friant Water Authority, such as on matters related to the Friant-Kern Canal and water supplies.
- **Mutual Water Company Representation:** Represent LSID on the Board of the Wutchumna Water Company, of which the District hold a 25-percent share.
- **Other Duties:** Perform other duties and exercise other powers as assigned by the Board of Directors or as necessary to effectively manage the District.

## DESIRED CHARACTERISTICS

LSID is seeking a Manager who is a visionary and forward thinking, innovative, politically savvy, and "sees the big picture" on California and San Joaquin Valley water issues.

This person should be self-confident without being egotistical and be able to think well under pressure and in a variety of circumstances. The Manager should be able to forge individual connections with Board members and treat them professionally, be transparent, and have a strong sense of business and fiscal responsibility. This person should be a strong leader who is approachable, embraces the organization's culture, and will maintain the positive atmosphere that has been created. They should have an open-door policy to managing staff, delegate and monitor subordinates' efforts without micro-managing, and appropriately recognize staff successes. The Manager should also appropriately involve staff in decision-making, and continue to provide opportunities for staff growth and development.

The desired candidate will be intelligent, analytical, pragmatic, articulate, curious, creative, trustworthy, and present a professional image. Other important traits include being even-tempered, flexible and adaptable, personable, a good listener, and mature. Finally, they should be enthusiastic and have a sense of humor.



## KEY CHALLENGES AND OPPORTUNITIES

The Manager position is open due to the forthcoming retirement of the incumbent after more than 30 years with the District. This is a unique opportunity for the right person to step in and manage some of LSID's key challenges and opportunities, including:

- Managing multiple water contracts from varied sources, including federal water contracts and pre-1914 water rights.
- Implementing a long-term replacement and rehabilitation program for the District's pipeline distribution system.
- Modernizing the District's file system.
- Modernizing the District's image within the water community.
- Maintain a fiscally conservative and strategic approach for the District.
- Maintain programs to fund District improvements with state and/or federal grants.
- Comply with regulations governing the delivery of domestic water to homes in the District.

## REQUIRED QUALIFICATIONS

- Bachelor's degree from an accredited college or university; a degree in civil engineering or related field is preferred.
- Possession of a valid California driver's license and current vehicle insurance.
- At least five years of management experience, preferably in water resources or a related field; experience working for or with an elected public board would be a plus.
- Knowledge of California water law and experience in dealing with contracts.
- Previous work experience in one or more of the following fields: engineering sciences, project management, water rights, water marketing, water supply and demand, flexible financing mechanisms and grant administration.
- Desire to serve as an ambassador of LSID to state and federal water organizations.



## COMPENSATION AND BENEFITS

The salary for this position is open, with hiring dependent upon the qualifications and experience of the selected candidate. In addition, benefits provided, which include:

- Paid vacation accruing initially at 5-1/2 days after six months employment, 12 days at one year, and up to a maximum of 15 days per year depending on tenure.
- Sick leave is accrued at one day per month worked.
- Eight paid holidays with two extra days granted with a District-wide safety record.
- Health coverage through Western Growers Assurance Trust with premium for employee and their family fully paid by the District.
- Vision and dental insurance coverage with premiums for the employee and their family fully paid by the District.
- 401K retirement plan through Standard Insurance Company with the District matching two times the employee elective contribution up to 4% of total compensation.
- Participation in Social Security and Medicare.



## APPLICATION AND SELECTION PROCESS

To be considered for this challenging and rewarding career opportunity, please submit a cover letter and resume. Resumes should reflect years and months of positions held.

## WE INVITE YOU TO APPLY FOR THIS POSITION

— BY MAIL —

Brad Troxel  
Western Employers Consultants  
PO Box 2055  
Bakersfield, CA 93303

— BY EMAIL —

[btroxel@bak.rr.com](mailto:btroxel@bak.rr.com)

The recruitment is open until filled with applicant screening on an ongoing basis. Candidates deemed to have the most relevant qualifications will be invited to participate in panel interviews. An appointment is expected subsequent to reference and/or background checks to be coordinated with the candidates.