

**Uncompahgre Valley Water Users Association
Job Description
General Manager**

Reports to: Board of Directors

Type of Position: Hours: 40+/week

Status: Exempt

Annual Salary Range: \$100,000- \$150,000

Position Summary:

The Uncompahgre Valley Water Users Association (“UVWUA”) delivers irrigation water to approximately 86,000 acres to shareholders from Montrose to Delta. The Project diverts water from the Gunnison River, Uncompahgre River, Ridgeway Reservoir, Blue Mesa Reservoir, and Taylor Park Reservoir. The UVWUA generates electricity for homes, farms and industry at five micro-hydroelectric plants. The General Manager will ensure reliable conveyance, delivery and use of water for the benefit of our shareholders.

The successful candidate will have a background in irrigation or water resource management, staff management, and be able to utilize leadership skills to manage a team dedicated to optimal water operations. The General Manager will report to the Board of Directors (“Board”).

Job Duties and Responsibilities:

- Strategically oversee the operation and functions of the UVWUA Project.
- Manage and supervise UVWUA staff of 40+ employees.
- Plan, organize, manage and administer the maintenance, repair, operations and construction functions of the UVWUA Project.
- Effectively maintain hydro generation operations.
- Oversee the planning and coordination of Board and Board committee meetings.
- Provides day-to-day leadership and works with staff to ensure a high performance, member service-oriented work environment.
- Maintain staff by recruiting, orienting, and training employees.
- Participates in the development and implementation of enhancements, modifications, upgrades and improvements to the UVWUA’s system.
- Pursue and acquire funding, including grants, for UVWUA enhancements and improvements.
- Anticipate and make recommendations to the Board regarding policy, legislative, legal and technical issues affecting the UVWUA.
- Prepare memos, studies, reports and/or other documents to provide the Board with guidance in determining the formulation of policy and/or other Board action.
- Prepare and present operations report at each UVWUA monthly meeting and anticipate and ensure timely reporting of critical issues to the Board.
- Develop and prepare the UVWUA draft annual budget, present the same to the Board, and operate within the approved annual budget.

- Interact with and manage the UUVWUA relationships with the attorneys, engineers, accountants, auditors, and other consultants retained by the UUVWUA.
- Coordinate UUVWUA activities with federal, state, and local public and private organizations and represent the UUVWUA as directed by the Board.
- Maintain good working relationships with elected officials at the local, state and federal level as well as UUVWUA shareholders.
- Confer with and advise UUVWUA staff on issues relating to the operation and management of the UUVWUA Project, as well as enforcement of the Board's policies and priorities.
- Abide by all relevant local, state and federal laws, rules and regulations, as well as UUVWUA's policies.
- Perform other work-related duties as assigned by the Board of Directors.

Desired education, experience, knowledge, skills and abilities:

- Bachelor's Degree preferred but not required. Experience in engineering, agriculture, business and staff management preferred but not required.
- Four years of experience in operations and maintenance related to water conveyance, storage and delivery systems.
- Proficient grant writing.
- Strong leadership and management skills.
- Ability to analyze information, seek solutions and make reasonable decisions.
- Solid understanding of Colorado water law, water rights administration, and water quality-related issues.
- Budgeting and financial forecasting.
- Experience working with a Board of Directors.
- Knowledge of administrative practices and organizational management.
- Proven ability to establish and maintain effective working relationships with a variety of local, county, regional, state, federal and national organizations in matter affecting the UUVWUA.

Management Style:

- Work cooperatively and respectfully with Board members, staff, consultants, and constituents.
- Responsive to Board Member's and Shareholder's requests.
- Anticipate problems ahead of time and keep the Board well informed.
- Work on building consensus among and with the Board.
- Provide leadership and direction to Staff, holding them accountable for their actions.
- Roll up sleeves and pitch in to get the job done.
- Encourage and support the development of UUVWUA staff.

Personal Traits:

- Highly ethical and Honest
- Excellent Listener
- Service-oriented
- Consensus seeking, where possible, rather than pushing a fixed agenda.
- Goal-oriented, yet flexible to adjust to new issues.
- A people person who works well with others while seeking to accomplish the UUVWUA's goals.
- Patient and thick-skinned. Able to take criticism gracefully.

Location:

- This position is based out of the UVWUA's office in Montrose, Colorado.

Compensation:

- The UVWUA cares about their employees and offers excellent compensation and benefits. Salary is negotiable depending on qualifications, experience, license (s), and educational degree (s) of each candidate. The UVWUA offers a competitive compensation package, including health insurance, paid time off, holidays and retirement benefits.

Additional Requirements:

- The UVWUA maintains a drug free working environment and employment is contingent on successfully passing a drug test.
- Must maintain a current and valid driver's license.
- A satisfactory background and reference check will be required as part of the selections process.

Submit cover letter, resume and references to: jobs@uvwua.com