

Environmental Services Manager – Operations & Maintenance (Watersheds)

Hiring organization
Valley Water

Description

Employment Type
Full-time

Operations & Maintenance Environmental Support Unit (Position Code 0392)

Base Salary
\$13,901.33

Date posted
February 14, 2022

COVID-19 vaccination requirement:

***To protect our most valuable assets, our employees, as well as the communities we serve, Valley Water requires all newly hired Valley Water personnel to be fully vaccinated (for COVID -19) or to be formally excused from the requirement through the **reasonable accommodation process (for details, see bottom of job posting)**

Valley Water Telework Program: Eligibility for telework will depend on the type of work performed, operational needs, and the ability for the employee to perform the essential functions of their job duties while teleworking. Employment with Valley Water requires employees to live within 150 miles of their primary physical work location located in San Jose, California by their start date.

This position is eligible for a hybrid telework schedule, typically working 40% remote and 60% onsite.

Overview:

The Environmental Services Manager manages the day-to-day functions of the Operations and Maintenance Environmental Support Unit including a team of 17 (biologists, environmental planners, water resources specialists, etc.) and a budget of approximately \$7 million. This individual oversees Valley Water's critical Stream Maintenance Program (SMP) which provides flood and habitat protection along Valley Water's 275 miles of streams through ongoing inspections and maintenance projects. They conduct negotiations with federal, state, local government agencies regarding permit conditions, mitigation implementation, biological monitoring, habitat restoration and enhancements, and environmental impact analyses. They oversee permitting strategies that support flood protection, water utility facilities, and watershed activities, collaborating with internal and external stakeholders to ensure the stream maintenance program and water utility operations are managed in compliance with relevant federal, state, and local statutes and regulations.

Responsibilities

Key Responsibilities include, but are not limited to:

- Manage and implement CEQA and permitting processes, conduct negotiations with federal, state, local government agencies regarding permit conditions, mitigation development and implementation, biological monitoring, habitat restoration and enhancements, and environmental impact analyses.

- Ensure the stream maintenance program and water utility operations are managed in compliance with relevant federal, state, and local statutes and regulations.
- Coordinate with Valley Water counsel regarding environmental and permitting laws, scope and content of impact analysis, level of environmental documentation, and methods to achieve permit compliance; prepare administrative record and responses to legal challenges.
- Establish Unit performance goals and objectives; manage work assignments to meet critical deadlines; interview, select, orient, train, and evaluate the performance of subordinates and make appropriate recommendations; ensure that safe working conditions are maintained; recommend and implement improvements to work practices, procedures, forms, and equipment use; participates in Watershed and Water Utility Operations and Maintenance planning and strategic efforts; attends management staff meetings to advise on the progress of projects, programs, and studies.
- Represent Valley Water at meetings of the Board of Directors and other groups or agencies, or at public gatherings, act as liaison to other Valley Water divisions and units.
- Oversee the preparation, justification, and administration of the Unit budgets; monitor budgets and make adjustments as necessary; participate in workload forecasting and planning; assist in the procurement of funding from Federal or State funding sources; prepare the preparation and review of resolutions and agenda material for Board of Director's consideration.
- Negotiate, administer, and control contracts and agreements related to the Stream Maintenance Program and other projects and serve as the official Valley Water administrative contact with consultants, contractors, and other public agencies; identify potential problem areas in advance, take corrective action, advise others of required actions, and bring unresolved difficulties to the attention of proper authority.

Ideal Candidate's Background Includes: Applicants whose experience and background best match the ideal experience, knowledge, skills, abilities, and education are considered ideal candidates for the position. To determine the top candidates, each applicant will be assessed based on the ideal candidate criteria as listed below.

Qualifications

Ideal Experience:

- Five years of experience in environmental planning with two years of lead or supervisory experience.
- Strong knowledge and progressively responsible experience negotiating and managing Federal / State / Local Environmental Regulatory programs including environmental permits and contracts.
- Experience in developing, negotiating, and implementing program budgets.
- Experience effectively representing a department, program, or organization in front of the public, Board of Directors, senior leadership, regulatory agencies, and other key stakeholders.

Ideal Skills and Abilities:

- Effectively represent Valley Water before regulatory agencies, other organizations, and the public.
- Administer complex, technical, and sensitive environmental planning programs and projects in an independent and cooperative manner.
- Evaluate and develop improvements to environmental planning operations,

procedures, policies, or methods.

- Conduct complex environmental planning projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.
- Strong critical thinking skills, clear and concise communication, and sound judgment.
- Detail oriented, ability to see the big picture and handle a variety of situations with tact.
- Manages demanding workloads; juggles multiple projects with competing deadlines.
- Drives toward solutions even as priorities change and challenges arise on a moment-to-moment basis.
- Excellent people management skills.
- Public speaking and presentation skills.

Ideal Knowledge:

- Principles, practices, concepts, and standards of environmental planning, management, and sustainability.
- Principles of land use planning, opportunities, and constraints analysis.
- Federal, state, and local laws, codes, and regulations with specific emphasis on environmental planning and stewardship such as the National Environmental Policy Act, the California Environmental Protection Act, Federal and State Endangered Species Acts, and the Clean Water Act.
- Organization and quality management practices as applied to the development, analysis, and evaluation of projects, policies, and operational needs of environmental planning program management.
- Principles and practices of environmental planning project and program budget development and administration, contract negotiation and management, and sound financial management policies and procedures.
- Practices of researching environmental planning issues, evaluating alternatives, making sound recommendations, and preparing and presenting effective staff reports.
- Computer software applications, such as MS Word, Excel, Project, PowerPoint, Outlook, budget tool and reports, Maximo or similar Computerized Maintenance Management System (CMMS), Metroscan, ArcView, and Geographic Information System (GIS).
- **Ideal Training and Education:**
Equivalent to graduation from an accredited four-year college or university with major coursework in environmental studies, biological / natural sciences and/or engineering disciplines. Required License or Certificate Possess or has the ability to obtain, an appropriate, valid driver's license. Individuals who do not meet the driver's license requirement due to a disability will be considered for a reasonable accommodation on a case-by-case basis.

Job Benefits

The Santa Clara Valley Water District, now known as Valley Water, offers a comprehensive benefit package including, vacation, holidays, and sick leave as well as medical, dental, vision, EAP, life and disability insurance. In addition, Valley Water participates in the California Public Employees' Retirement System (PERS). To view a summary of benefits, click [here](#)

Contacts

For more info , visit:

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