



JOB POSTING

Position: General Manager, Colorado County Groundwater Conservation District
Compensation: Salary Commensurate with Experience; Benefit Package
Posting Date: August 2, 2024
Closing Date: November 1, 2024

District Background:

The Colorado County Groundwater Conservation District ("District") was created by the 80th Texas Legislature with the Act of May 23, 2007, House Bill 4032 ("An act relating to the creation") and confirmed by the voters of Colorado County in November 2007. The Enabling Act was amended by the 82nd Texas Legislature on May 23, 2011, and by the 85th Texas Legislature on May 24, 2017. The mission of the District is to evaluate, preserve, and protect the groundwater of Colorado County, to prevent waste, and to ensure an adequate supply for current and future residents, industry and agriculture.

Job Summary:

The CCGCD is currently seeking candidates for the position of General Manager. The General Manager of the CCGCD is the chief administrative officer of the District and shall have full authority to manage and operate the affairs of the District. The General Manager reports to, and is directed by, the Board of Directors and is responsible for the day-to-day activities of the District. Responsibilities of the General Manager include, but are not limited, to the following:

- Assisting the Board of Directors in developing policies and rules that further the mission of the District.
- Implementation of the policies and rules of the CCGCD. The General Manager is the primary representative for the District on matters concerning the rules and/or policies of the District and governing statutes such as the Texas Water Code. It is the responsibility of the General Manager to see that the rules and policies of the District are readily available to the public and staff.
- Informing the Board of Directors of key legislation, regional water activities, and pertinent studies and news that may impact the aquifer.
- Preparing and updating documents such as annual water usage reporting, permit renewals, drought management, annual report, and the District management plan.
- Developing and maintaining relationships with producers, local governmental entities and elected officials, and key stakeholders.
- Developing and maintaining relationships with key water agencies including, but not limited to the following:
 - Texas Water Development Board (TWDB)
 - Texas Commission on Environmental Quality (TCEQ)
 - Texas Department of Licensing and Regulation (TDLR)
 - Texas Railroad Commission (RRC)
 - Lower Colorado River Authority (LCRA)
 - Texas Alliance of Groundwater Districts (TAGD)

- Lower Colorado Regional Water Planning Group (Region K)
 - Groundwater Management Area 15 (GMA 15)
- Conducting fieldwork such as monthly water level monitoring, well inspections, and investigations as necessary.
- Helping to develop and adhere to the District's Desired Future Conditions (DFC).
- Overseeing well registration and presenting new permit applications to the Board.
- Overseeing the maintenance of the CCGCD databases.
- Managing District finances and presenting scenarios for annual district budget and tax rate to the Board of Directors.
- Acting as Districts Investment Officer.
- Coordinating and consulting with District's legal counsel and technical experts as necessary.
- Providing civic presentations and other means to further publicize the mission of the CCGCD.
- Hiring, training and supervising staff as necessary.

Qualifications:

- Bachelor's degree in water resources or related field (geology, hydrology, environmental science, engineering) preferred.
- Experience of five (5) years in public or private sector working on groundwater-related issues.
- Knowledge of groundwater resources and geology of the Gulf Coast Aquifer preferred.
- Experience in financial management, including budgeting and accounting.
- Strong oral, written, and organizational skills.
- Public relations skills.
- Experience in computer skills such as Word, Excel, PowerPoint, and GIS Mapping.
- Ability to exercise initiative, independent judgment and responsibility.
- A valid Texas driver's license.

Application Process:

The CCGCD is an equal opportunity employer. All qualified and interested candidates should submit their resume and a cover letter describing how they are best qualified for this position.

Resume and cover letter can be submitted via direct mail or email:

Colorado County Groundwater Conservation District
P. O. Box 667
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(979) 732-9300
Email to: kim@ccgcd.net