The County of Ventura invites applicants for

Department Director - Water and Sanitation

$163,825 - $229,377 Annually*

*may also be eligible for additional education incentive up to 5% of base salary and a one-time New Hire Incentive up to 10% of the current annual base wage

PUBLIC VENTURA COUNTY WORKS

Character. People. Service.

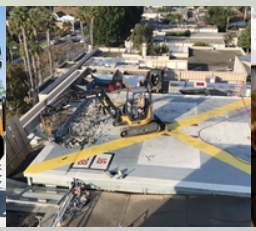
OUR COUNTY AND COMMUNITY

Ventura County offers an exceptional quality of life, perfectly balancing natural beauty and modern convenience. With its stunning coastline, rolling hills, and sweeping views of the Channel Islands, the area is a paradise for outdoor enthusiasts. Whether you're into hiking, surfing, or simply soaking in the panoramic vistas, there's no shortage of activities to enjoy. The Mediterranean climate is another major draw, with an average annual temperature of 74 degrees, ensuring year-round comfort for residents. Families will also appreciate the county's top-tier educational opportunities, with both highly-rated public schools and renowned private institutions. Ventura County blends small-town charm with easy access to big-city amenities, making it an ideal destination for those seeking a fulfilling, well-rounded lifestyle.

THE AGENCY

The County of Ventura's Public Works Agency (PWA) is comprised of five departments each headed by a department director: Central Services, Engineering Services, Roads and Transportation, Water and Sanitation, and Watershed Protection. Collectively, the five departments deliver efficient, responsive and cost effective public works services that protect and enhance the safety, health and quality of life in Ventura County.

PWA has an annual operating budget of $350 million and a staff of 414 full-time employees. The Agency holds direct oversight and responsibility for 542 centerline miles of roads, 56 dams, 158 bridges, 216 miles of channels and levees, 262 miles of water main pipes, 163 miles of sewer pipeline, 43 traffic signals, 1,056 catch basins or storm drain inlets, and 2,459 culverts. Annually, PWA actively manages roughly $250 million in capital projects for other agencies, administers $10 million in consultant contracts, directly oversees $50 million in construction, and assists with 8,500 inquiries (annually) at the public counter. Additionally, PWA is responsible for Fox Canyon Ground Water Management as well as $276.8 million in appropriations through 61 budget units, 33 funds, generated through fees, appropriations, property tax, special assessments, and grants.



MEET THE TEAM

The successful candidate will join a dedicated team of front-line essential workers and first responders. Staff assignments are diverse and vital and include maintenance workers, equipment operators, construction specialists, biologists, ecologists, chemists, engineers, accountants, administrators, geographers, writers, programmers, real property agents, and more.

"Dedicated to Innovation and Excellence" serves as PWA's "true north." Every PWA department works collaboratively to maintain the County's public works infrastructure and improve the quality of life and economic vitality of residents and businesses in Ventura County.

THE POSITION

The successful candidate will be a registered California Mechanical or Civil Engineer and have experience with executive level leadership, project delivery, continuous process improvement methodologies, preparing and making public presentations before regulating bodies, and working collaboratively with government officials and constituents to achieve objectives.

This is an at-will position, exempt from the provisions of the Civil Service Ordinance.

Under administrative direction of the Assistant Director of Public Works, the Director – Water and Sanitation manages a budget of $85MM (ISF $14MM) and oversees 81 managerial, professional, maintenance, technical, and clerical staff in two divisions: Utilities Division (Water & Sanitation) and Integrated Waste Management Division within the Public Works Agency. This position directly supervises four employees.

PUBLIC
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WORKS

QUALIFICATIONS

Progressively responsible experience related to the specific program assignment which has led to the acquisition of the required knowledge, skills, and abilities. The required knowledge, skills, and abilities are typically obtained by completion of a Bachelor's degree in Engineering and two (2) years managing an engineering division at a level equivalent to a Deputy Director-PWA or Senior Engineering Manager.

Necessary Special Requirements:

- Current registration as a Professional Engineer in civil or mechanical engineering issued by the California State Board for Professional Engineers, Land Surveyors, and Geologists.
    - If registered in civil or mechanical engineering in another state, incumbent must be registered in the State of California within 18 months of hire.

Desired:

- Master's degree in Business Administration, Public Administration, Engineering or a related field
- Experience managing budgets;
- Experience with continuous process improvement methodologies;
- Experience preparing and making presentations before regulating bodies;
- Experience working collaboratively with government officials and constituents to achieve objectives.

RESPONSIBILITIES

- Plans, organizes, directs, and oversees the staff and activities of the Public Works Water and Sanitation Department.
- Coordinates activities with other county agencies/departments, federal, state, regional and local agencies, consultants, contractors, and the public.
- Determines departmental goals and monitors progress toward goal attainment.
- Represents the Agency Director in conferences, public and legislative meetings, negotiations and during emergencies.
- Recommends and implements policies and procedures for assigned divisions.
- Directs the preparation of budget; maintains fiscal integrity; administers and oversees the monitoring of the department's funds; and complies with state and federal regulations.
- Reviews and approves engineering designs, plans, and specifications.
- Reviews all construction, consultant, and engineering contract award or agreement recommendations; ensures contracts are administered in accordance with federal, state, and local requirements; approves contract changes or reviews and recommends changes prior to approval at a higher level.
- Reviews land development projects in the unincorporated area and ensures compliance with state and local regulations; reviews development projects.
- Reviews subdivision maps, Records of Survey for compliance with state laws and researches legal lot determinations for unincorporated Ventura County.

COMPENSATION AND BENEFITS

The County of Ventura offers an attractive compensation and benefits package.

In addition to an annual base salary of $163,825 - $229,377, this position will also be eligible for the following:

- **New Hire Incentive**: New hires may be eligible for a one-time New Hire Incentive up to 10% of the current annual base wage. (Subject to the applicable section of the Management Resolution Sec. 625)
- **Educational Incentive**: May be eligible for 2.5%, 3.5%, or 5%, based on completion of an associate, bachelor's, or graduate degree from an accredited institution not required for the position.
- **Pension Plan**: Both the County and you contribute to the County's Retirement Plan. If you are eligible, you may establish reciprocity with other public retirement systems, such as PERS. For more information, visit: https://www.vcera.org/.
- **Health Plans**: A flexible credit allowance of up to $25,558 annually for purchasing medical, dental, and/or vision insurance.
- **Flexible Spending Accounts**: Increased spending power by reimbursing you with pre-taxed dollars for IRS approved dependent care and health care expenses.
- **Executive Annual Leave**: Accrues at a rate of 248 hours per year, increasing to 288 hours after 5 years of service, to 328 hours after 10 years of service, and to 368 hours after 15 years of service. *Credit for prior public service may be considered (Management Resolution, §616A)
- **Annual Leave Redemption**: The ability to "cash in" or redeem up to 100 hours of annual leave per year after using 80 hours. (Management Resolution, §1205)
- **Holidays**: 12 paid days per year, including 1 floating holiday to use at your discretion.
- **Deferred Compensation**: If you participate in the County sponsored 401(k) plan, the County will match a part of your contribution up to 3%. Following five (5) years of continuous County service, an additional 2% non-elective contribution will be made to the 401(k) plan.

Shape the future, make a difference. This is a unique opportunity to drive impactful projects, enhance community services, and lead a dedicated team committed to excellence. If you are a strategic thinker with a passion for public service, we invite you to bring your expertise to our agency and make a lasting difference in our community.

Recruitment Process

Please send a resume and a cover letter which illustrates all of the following:

- Your progressive management experience, which includes two (2) years managing an engineering division at a level equivalent to a Deputy Director—PWA or Engineering Manager III;
- Your experience leading and managing staff, including the titles, responsibilities, and number of staff supervised;
- Your experience working collaboratively with government officials and constituents to achieve objectives;
- Registration in civil or mechanical engineering and the state(s) in which the registration(s) is/are held.

Submit in one of the following ways:

E-mail to Michelle.Antonetty@ventura.org

or

Submit an online application at www.ventura.org/jobs and attach your resume and cover letter.

First review date is February 12, 2025

Resumes and cover letters will be screened based on the criteria outlined in this brochure. Following an evaluation of resumes and cover letters, the most qualified candidates will be invited to a panel interview. The top candidates, as determined by the panel, will then be invited to a second/final interview. The interviews may be consolidated into one process or expanded into multiple interviews contingent upon the size and quality of the candidate pool.

For further information about this recruitment, please contact Michelle Antonetty by e-mail at michelle.antonetty@ventura.org or by telephone at (805) 477-7260.