



*Now accepting applications for*

# DEPUTY EXECUTIVE DIRECTOR

**\$13,711 - \$16,666 Monthly DOE/DOQ**



Recruitment





## THE POSITION

Are you an experienced, forward-thinking, collaborative, and results-oriented executive-level manager looking for a unique opportunity? Are you a self-starter with exceptional communication and time management skills interested in helping to lead projects for the newly established Pajaro Regional Flood Management Agency (PRFMA)? If so, PRFMA welcomes your application for Deputy Executive Director.

The successful candidate will be responsible for overseeing the execution of civil engineering work in connection with PRFMA's flood risk reduction and flood management projects with multi-benefit opportunities. The position involves planning, scheduling, managing funding, directing, coordinating, and controlling all aspects of the work, including coordination with other disciplines as well as internal and external agencies to ensure coherent project execution. As a member of PRFMA's management team, the Deputy Executive Director provides highly responsible and complex management and technical advice to the Executive Director on all matters related to assigned functional areas. The Deputy Executive Director serves as acting Executive Director when assigned and is expected to think, act, and operate at a strategic level and provide effective business solutions.

## THE IDEAL CANDIDATE

- Exceptional interpersonal skills; able to work effectively and collaboratively with numerous internal and external stakeholders including elected officials, community leaders, resource agencies, environmental advocacy organizations, development and business communities, educational institutions, and others, as necessary
- Effective leadership qualities
- A commitment to public service
- Creativity and flexible thinking
- A proven ability as a self-starter; comfortable working independently with general oversight/direction
- Exceptional organizational skills
- Outstanding communication skills, both written and verbal; comfortable presenting in a public forum and delivering technical information in an understandable format
- The ability to collaborate and work in a team-oriented environment
- A proven ability to employ organizational policies and procedures
- Savvy technology skills

# PROJECT HIGHLIGHTS

## **The Pajaro River Flood Risk Management Project, -**

A \$500 million effort to reduce flood risk from the lower Pajaro River and the Corralitos and Salsipuedes Creeks will provide 100-year flood protection to the City of Watsonville and the town of Pajaro, and a mix of 100-year and 25-year flood protection to the surrounding agricultural areas.

- The project is currently in the pre-construction, engineering, and design phase.
- Construction, which will start in 2024, will be managed by the USACE in partnership with PRFMA and the state.
- A draft Environmental Impact Report is being prepared for release in late 2023 for public review and comment.

## **The Pajaro Bridge to Bay Project, -**

A \$100 million effort to plan, design, and construct multi-benefit flood risk reduction solutions for the portion of the Pajaro River between the Highway 1 bridge and Monterey Bay, called “Reach 1” by the Army Corps. The project would provide 100-year flood protection to the lowermost Pajaro Valley, including the Watsonville Wastewater Treatment Plant and some of the most productive farmland in the world. Benefits would include resilience to sea level rise and multi-benefit opportunities for enhanced habitat, recreation, and river access for the largely disadvantaged communities of Watsonville and Pajaro.

- Project is currently seeking planning funds from FEMA, NOAA, and other sources.
- The Project would provide a “solution bridge” between the Army Corps’ Pajaro River Flood Risk Management Project upstream and the Army Corps’ Ecosystem Restoration Project on the lower Watsonville Slough downstream.

## **Levee Operations and Maintenance -**

With approval of the levee maintenance assessment, PRFMA will take over levee operations and maintenance on behalf of the member agencies.

PRFMA will be responsible for maintaining:

- 24 miles of levees
- 12 miles of channels
- 15 pump stations
- 85 culverts

**Regional Government Services and its staff are conducting the recruitment on behalf of the Pajaro Regional Flood Management Agency.**





## COMPETENCIES

**Accountability** - The willingness to accept responsibility for themselves and their team.

**Adaptability/Flexibility** - Responds effectively to multiple demands, ambiguity, shifting priorities, emerging situations, and rapid change.

**Analytical Thinking** - Identifies and defines problems; extracts key information from data; and develops workable solutions for the problems identified.

**Collaboration/Teamwork** - Fosters team communication and dialogue; identifies opportunities for building consensus for team options, decisions, and outcomes. Encourages cooperation, collaboration, and partnerships.

**Communication** - Effectively conveys and exchanges thoughts, opinions, and information verbally and in writing.

**Decision Making/Problem Solving** - Takes action that is consistent with available facts, constraints, and probable consequences to define problems and implement solutions.

**Initiative** - Identifies and takes action to address problems and opportunities.

**Interpersonal Relations** - Builds relationships based on mutual trust and respect.

**Leadership** - Inspires others toward a common vision and fosters trust and ethics.

**Management and Supervision** - Aligns the organizational objectives with the employees' skills, competency requirements, development plans, and the delivery of results.

**Reliability and Commitment** - Shows commitment, dedication, and accountability, and follows through on all projects, goals, and aspects of one's work.

**Results Oriented** - Translates objectives into action plans, including identifying task interdependencies.

**Strategic View** - Keeps an eye on the big picture and long-range plans and implications.

## THE AGENCY

Formed in 2021 as a Joint Powers Authority, the Pajaro Regional Flood Management Agency (PRFMA) was created to plan, finance, implement, operate, and maintain projects and programs to reduce flood risk in the Pajaro River watershed in Santa Cruz and Monterey Counties. Originating member agencies include the Counties of Monterey and Santa Cruz, the City of Watsonville, the Monterey County Water Resources Agency, and the Santa Cruz County Flood Control and Water Conservation District, each providing a voting member to its Board of Directors.

The PRFMA is responsible for a comprehensive levee and river channel maintenance program, as well as advancing the \$500 million Pajaro River Flood Risk Management Project with the U.S. Army Corps of Engineers. Additionally, the PRFMA will be pursuing other external financing authorities to implement large scale, multi-benefit flood risk reduction solutions from Highway 1 to the ocean (the "Pajaro Bridge to Bay Project") as well as other floodplain restoration efforts. PRFMA staff also serve as subject matter experts in flood monitoring and response in both the operations and advanced planning sections of emergency operations centers. PRFMA provides leadership and coordination with other local, regional, state, tribal, and federal entities to achieve its mission of flood risk reduction in the lower Pajaro Valley.



# QUALIFICATIONS

*Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:*

## **Education and Experience:**

- Equivalent to graduation from an accredited college with a major in civil or environmental engineering, biological, chemical, physical or soil science, or a related field; and
- Five (5) years of increasingly responsible management experience which demonstrates possession and application of the knowledge and abilities listed above. A master's degree in civil engineering, hydrology, or a closely related field may be substituted for one year of the required experience, and a doctorate degree in these fields may be substituted for three years of the required experience.

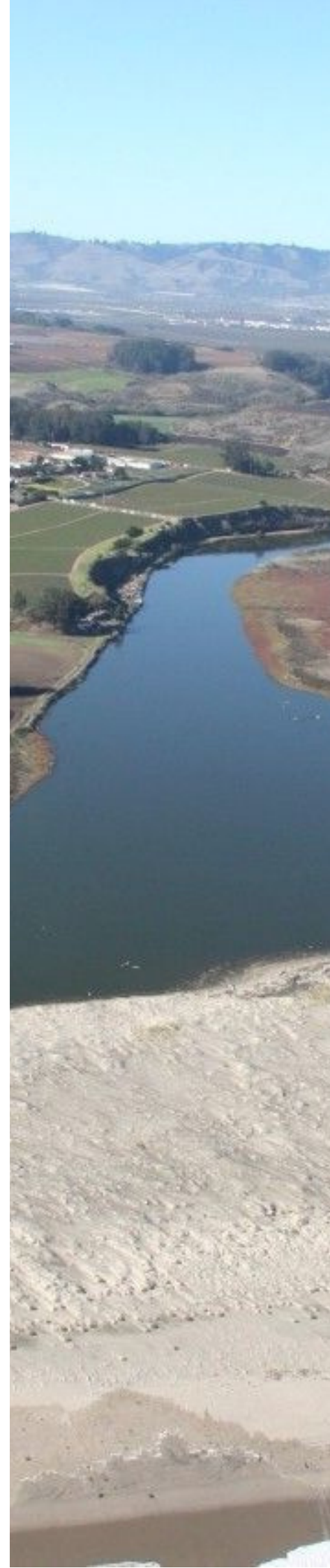
## **Certificates, Licenses, Registrations:**

- Possess and maintain a valid California Class C Driver's License.

# BENEFITS

The starting salary will be commensurate with the experience, qualifications, and skills of the successful candidate and with a salary range of **\$13,711 - \$16,666 monthly DOE/DOQ**.

- CalPERS Retirement Plan under PEPRA contribution rates.
- 401(a) plan for compensation earned above the PEPRA limit and 457(b) plan coverage.
- Medical, Dental, and Vision Care Insurance with generous Agency premium contribution.
- Annual Leave – (vacation and sick leave combines) - 22 days per year for up to 5 years of service, increasing to 37 days per year for over 15 years of service.
- Holidays – 14 paid holidays.
- Flexible schedule and remote work options.



# SELECTION PROCESS

Please apply by **Tuesday, September 5, 2023, at 11:59 PM PST.**

To be considered for this exciting opportunity apply here:

**<https://bit.ly/PRFMADepExecDir>**

Applications must be submitted on-line through the applicant tracking system. Materials must be complete and clearly indicate the candidate meets the minimum qualifications. Incomplete, late, emailed, and faxed applications are not accepted. Resumes are not considered in lieu of the required employment application. Applicants are required to submit a cover letter and a current, focused resume along with a completed application and supplemental questionnaire.



**Minimum Qualification Assessment** – (Pass/Fail) All completed applications and supplemental questionnaires will be reviewed and assessed for each applicant's ability to meet the minimum work experience, training, and education requirements.

**Remote Screen Interview** - (100%) Candidates who pass the application assessment may be invited to a Remote Screen Interview Examination to evaluate training, experience, and other job-related qualifications for the position.

**Hiring Interview** - The most qualified candidates from the remote interview process will be submitted to the Agency for consideration for final selection by the Executive Manager.

All communication and notices will be sent via e-mail. Additional inquiries about the position may be directed to **Barbara Duncan** at **[bduncan@rgs.cs.gov](mailto:bduncan@rgs.cs.gov)**.

Neither Regional Government Services nor the Pajaro Regional Flood Management Agency are responsible for failure of internet forms or email transmission in submitting your application. Candidates who may require special assistance in any phase of the application or selection process should advise Regional Government Services by emailing **[bduncan@rgs.cs.gov](mailto:bduncan@rgs.cs.gov)**.



Recruitment services provided by  
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