

Notice is hereby given that the Upper Arkansas Water Conservancy District is seeking a candidate to fill the position of General Manager of the District. Interested applicants may obtain an application form online at “www.uawcd.com”, by email request at “applications@uawcd.com”, or at the District office at 339 East Rainbow Blvd., Salida, CO. Completed applications must include a completed application form, cover letter, resume, and two letters of reference. An in-person interview may be requested. Applications must be received not later than end of day March 3, 2024.

### **District Background**

The primary functions of the District are to preserve and protect water rights within the District’s boundaries, and to increase the supply of water available for use within the District’s boundaries. The District engages in legal and political processes to prevent transfers of existing water rights out of the District and to ensure that any transfers that do occur do not cause injury to other water rights within the District. The District acquires and develops water supplies and related facilities, including storage reservoirs and managed aquifer recharge, to enable new uses of water by District constituents through participation in the District’s decreed plans for augmentation, administratively approved replacement plans, and raw water leases. Additional information is available at <https://www.uawcd.com/about-us.html>.

### **Brief History and General Operations of the District**

The Upper Arkansas Water Conservancy District was created in 1979 pursuant to the provisions of the “Water Conservancy Act” CRS 37-45-101 et seq. In 1977 out of priority well pumping in the Lower Arkansas Valley was causing a depletion on the river, directly impacting many senior irrigation water rights in the Lower Arkansas Valley. The excessive out of priority depletions triggered the various Lower Basin senior water rights to issue calls on the river causing the curtailment of most of the upper basin water rights. This coupled with 1977 being a dry year the upper basin irrigators were alarmed and began forming a coalition to seek a remedy. This spurred the creation of the Upper Arkansas Water Conservancy District with the mission of protection of water rights, and to seek to increase the beneficial uses of water in the Upper Arkansas Basin. Today, through various inclusions, the Upper Arkansas Water Conservancy District covers over 3000 square miles of territory upstream of Pueblo Reservoir, including the entire counties of Chaffee, Fremont, and Custer, and portions of Saguache and El Paso Counties.

The District is governed by 13 board directors appointed by the Chief District Court Judges of Judicial Districts 4, 11, and 12 En Banc. The term of office for a director is 4 years with no limit on the number of terms. To achieve a more proportional representation 12 seats are apportioned based upon school district boundaries with one director serving at large. A director must have an interest in water in the basin and have resided within the area seeking a director for at least one year.

The District operates 6 small reservoirs in the basin and stores fully consumable water therein. It also stores and owns water in several larger reservoirs in the basin. The District owns a portfolio of various native water rights and trans-basin water rights. These facilities and rights are used in multiple umbrella augmentation plans which it administers through its water activity enterprise. In addition to the District’s own water accounting it provides accounting services for the Town of Poncha Springs’ water portfolio. Several municipalities are leased space within the District reservoirs.

In order to operate the District’s extensive augmentation plans, it holds several dozen or more water rights that provide storage, exchange, augmentation, and fully consumable water. These decrees and facilities require ongoing vigilance, operations and maintenance. To provide the services for it’s over

2000 direct augmentation customers, and the district wide constituents, a staff team of up to 5 full time and some part time employees, as well as several consultants.

To provide protection of water rights the District must be engaged in State and Federal proposed legislation. This requires a presence on other association committees and boards to oversee legislative efforts and react accordingly. In addition to legislation is vigilance of proposed changes of water rights and a determination of the potential impact to the basin water rights from proposed change applications in the Division two monthly resume.

To accomplish its mission and growth in the demand for water, the District engages in multiple major projects from development of new or expanded storage, new water right source development, integrated water management with partners, and ground water studies.

Since a large portion of the District's water portfolio comes from trans-basin sources, the need to maintain vigilance of the Colorado River issues looms large. To accomplish this the District maintains a presence by representing the District on the Arkansas Basin Roundtable, and the Inter-basin Compact Committee.

### **The General Manager Position**

The General Manager reports to the Board of Directors of the District, and manages the overall day-to-day activities of the District. The General Manager assists the Board in the development of District policies and plans, and is responsible for the implementation of the same. The General Manager is responsible, directly and by delegation to employees and retained consultants, for operation of the District's water rights in compliance with applicable laws and decrees. The General Manager is responsible for development of, and adherence to, the annual budget, and other long-term financial planning. The General Manager represents the District on water policy matters, including by participation in basin round tables and organizations such as Colorado Water Congress and on State legislative issues at the Colorado Water Congress' State Affairs Committee.

The position of the General Manager of the District requires fulfillment of the following priorities to accomplish the primary objectives of the District as described above:

#1 Management of District assets in the best interests of the District;

#2 Seek to maintain and increase the beneficial use of water within the District;

#3 Maintain practices that foster and protect water rights within the District;

#4 Maintain a relationship with the District Board of Directors that fosters the priorities listed above;

#5 Management of, and coordination with, staff and consultants to work in the best interests of the District;

#6 Work with District constituents to promote the protection of water rights and beneficial use of water in the Upper Arkansas Basin; and

#7 Provide factual and accurate water education of constituents and customers of the District as needed to foster protection of water rights and beneficial use of water within the District.

**Qualified candidates must have the following basic qualifications:**

**Education:** A minimum of a bachelor's degree in business, economics, engineering, or hydrology, or equivalent experience in these fields; or a combination of a bachelor's degree in public administration and experience in these above fields.

**General Requirements:**

- Successful experience in organizational management of a size requiring management of employees (10+ years preferred);
- Solid comprehension of, and experience in the operation of, Colorado water law, including plans for augmentation, and other state laws applicable to water conservancy districts;
- Experience with, and in-depth understanding of, water rights administration in the Arkansas Basin of Colorado, including understanding of the Arkansas River Compact and Fryingpan-Arkansas Project;
- Understanding of the basics of water resource engineering as it pertains to administration of water rights in Colorado, including a basic understanding of the rudiments of calculating the consumptive and return flow portions of a water right, and a basic understanding of surface and ground water hydrology and how water from these sources are administered in Colorado;
- Experience and knowledge of mutual ditch companies or irrigation companies.
- Understanding of public budgeting, public administration, and laws applicable to operations of political subdivisions of the state of Colorado;
- Ability to understand and manage financial documents, consisting of financial statements and budgets;
- Experience and knowledge with computer programs and databases as well as electronic devices;
- An ability to comprehend complex legal documents related to water rights cases, exchanges of water, and water rights changes;
- An understanding of the legislative process in Colorado and some understanding of the Federal legislative process and how these bear upon the water rights in Colorado, the Arkansas Basin, and the District;
- Ability to work with a public board of directors and understand statutory requirements for Colorado Water Conservancy District boards;
- Ability to provide outreach and education to public and private entities to foster water education within the district; and
- Ability to represent the District on public boards and roundtables.

**Basic Attributes:** Must have an ability to work productively with staff, board of directors, other public officials, staffs and constituents in a respectful manner. In an oppositional environment, must be able to maintain a productive, and respectful demeanor while promoting and protecting the assets and objectives of the District. Must have the ability to publicly represent and articulate the priorities of the District.

This position is full-time, exempt, five days per week with holidays and vacation paid time off, medical, dental, and optical insurance benefits, and deferred compensation plan contributions. This position requires being physically on-site at the district office in Salida, Colorado. **This position cannot be filled by virtual presence.**

The rate of pay will be dependent upon the applicant's level of expertise, experience and length of time in a qualifying position and will range from \$140,000 to \$180,000 per year.

# UPPER ARKANSAS WATER CONSERVANCY DISTRICT

P.O. BOX 1090, 339 EAST RAINBOW BLVD., SALIDA, COLORADO 81201

## APPLICATION FOR EMPLOYMENT

(Pre-employment Questionnaire -- An Equal Opportunity Employer)

<u>PERSONAL INFORMATION</u>				
<b>NAME:</b>				
	LAST	FIRST	MIDDLE	
<b>Present Address:</b>				
	MAILING ADDRESS	CITY	STATE	ZIP
<b>Email Address:</b>				
<b>Phone Number:</b>				
<b>Are you 18 years of age or older?</b>	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
			<b>DOB:</b>	<input type="text"/>

<b>Have you been convicted of a felony or misdemeanor within the last 5 years?*</b>	
YES <input type="checkbox"/>	NO <input type="checkbox"/>
Describe Below	
<small>**You will not be denied employment solely because of a conviction record, unless the offense is related to the job for which you have applied.</small>	

<u>EMPLOYMENT DESIRED</u>			
<b>POSITION:</b>	<b>Date you can start:</b>		
<b>SEEKING:</b>	Part-Time	<input type="checkbox"/>	Full-Time
		<input type="checkbox"/>	Either
		<input type="checkbox"/>	<input type="checkbox"/>
<b>Do you have any weekly or daily work scheduling issues that would preclude you from working?</b>			
YES <input type="checkbox"/>	NO <input type="checkbox"/>		
Describe Below			
<b>Do you have adequate transportation to get to and from work?</b>			
	Yes	<input type="checkbox"/>	No
		<input type="checkbox"/>	<input type="checkbox"/>

<u>EDUCATION ATTAINED</u>			
<u>LEVEL</u>	<u>SCHOOL NAME &amp; LOCATION</u>	<u>Years Completed</u>	<u>Subjects Studied</u>
Elementary			
Middle			
High School			
College			
Trade or Business			

<u>Military Service</u>			
<b>Rank/Rate:</b>		<b>Total Years of Service:</b>	
		<b>Speciality:</b>	

(Continued on reverse)

<b>EMPLOYMENT HISTORY</b>				
List Last Four Employers Beginning with Most Recent				
<b>DATES OF EMPLOYMENT</b> Month & Year	<b>EMPLOYER</b> Name & Address	<b>PHONE NUMBER</b>	<b>POSITION</b>	<b>REASON FOR LEAVING</b>
From				
To				
From				
To				
From				
To				
From				
To				
Have you ever been fired from a job or asked to resign? (If, "yes," please explain):				

<b>PERSONAL REFERENCES</b>				
Names of persons not related to you, whom you have known at least one year.				
<b>NAME</b>	<b>ADDRESS</b>	<b>PHONE</b>	<b>RELATIONSHIP</b>	<b>YEARS ACQUAINTED</b>

**NOTICE: This is a drug-free work place.**

**PLEASE ATTACH RESUME AND COVER LETTER ADDRESSING YOUR QUALIFICATIONS, SPECIAL SKILLS, WORK EXPERIENCE, AND ADDITIONAL CONSIDERATIONS FOR POTENTIAL EMPLOYMENT**

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal. I authorize investigation of all statements contained herein and the references listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing same to you. I understand and agree that, if hired, unless the District and I enter into a contract with provisions to the contrary, my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time with or without cause and without any prior notice.

If selected as a finalist, you may be asked to provide consent and additional information required to complete background checks, including criminal background and driving history, which may include social security number and driver's license number

**DATE:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_

UAWCD does not discriminate on the basis of race, color, religion, national origin, sex, age, disability, sexual orientation, marital status, genetic information or any other status protected by law or regulation. It is UAWCD's intention that all qualified applicants are given equal opportunity and that selection decisions be based on job-related factors.