

# GCID



## GLENN-COLUSA IRRIGATION DISTRICT

## District Engineer Recruitment



## The Position

Providing complex administrative support to the General Manager, the District Engineer plans, directs, manages and oversees the District's engineering activities and services. This role also coordinates and implements studies and programs related to water services, as well as review and design structures to support water distribution activities.

[www.gcid.net](http://www.gcid.net)

# The District

Glenn-Colusa Irrigation District (GCID) is the largest agricultural irrigation district in the Sacramento Valley and one of the largest in the state. Covering more than 175,000 acres within Glenn and Colusa counties in Northern California, GCID's primary water right was established in 1883, making it one of the oldest and largest water rights on the Sacramento River. GCID was formally organized in 1920.

GCID's Sacramento River pump station is located just north of Hamilton City. A 65-mile main canal and more than 2,000 miles of laterals and drains, conveys the water to more than 1,200 water users, irrigating approximately 140,000 acres of farmland. GCID also serves 1,200 acres of private habitat land and more than 21,000 acres of protected federal wildlife refuges.



## Essential Functions

- ✓ Plan, direct and oversee all services and activities in the Engineering Department, ensuring compliance with all local, State and Federal regulations
- ✓ Manage and implement a variety of studies in the engineering, hydrologic, drain, and groundwater fields; this includes consultant outreach, design, staffing needs, research and reports
- ✓ Participate in the development and implementation of goals, objectives, policies, and priorities for the Engineering Department; recommend, within District policy, appropriate service and staffing levels
- ✓ Continuously monitor and evaluate the efficiency and effectiveness of service delivery methods and procedures; assess and monitor workload, administrative and support systems, and internal reporting relationships; identify opportunities for improvement and review with the District Manager
- ✓ Plan, coordinate and direct the work plan for the Engineering Department, meeting with staff to identify and resolve problems
- ✓ Participate in the development and administration of the Engineering Department annual budget; forecast funds needed for staffing, equipment, materials, and supplies; monitor and approve expenditures and implement adjustments as necessary
- ✓ Design structures for water distribution; layout and inspect construction activities, recommending modifications as appropriate
- ✓ Conduct topographic field surveys, aerial photography interpretation and planimetry for acreage determinations; prepare legal exhibits, permits and land descriptions
- ✓ Review land title transfers and interpret for District assessment procedures; maintain current assessment rolls
- ✓ Conduct a variety of studies related to the irrigation system; collect and analyze data and prepare reports
- ✓ Serve as liaison for District Engineering with other departments, divisions and outside agencies
- ✓ Provide responsible staff assistance to the District Manager; prepare and present staff reports and other necessary correspondence
- ✓ Conduct a variety of organizational studies, investigations, and operational studies; recommend modifications to Department programs, policies, and procedures as appropriate
- ✓ Participate on a variety of boards and commissions; attend and participate in professional group meetings and stay abreast of new irrigation systems trends and innovations
- ✓ Respond to and resolve difficult and sensitive citizen inquiries and complaints
- ✓ Perform related duties and responsibilities as required





# Job Standards/Specifications

## KNOWLEDGE OF:



Principles and practices of engineering, as related to water systems and water science engineering



Principles of water systems management



Bioengineering principles as related to water distribution operations



Concrete design and construction planning methods and techniques



Organizational and management practices as applied to the analysis and evaluation of programs, policies and operational needs



Recent developments, current literature and sources of information regarding water science engineering



Principles and practices of project management, budget preparation and administration



Principles of supervision, training and performance evaluation



Pertinent Federal, State and local laws, codes and regulation

## ABILITY TO:



Provide professional leadership and direction for the District Engineering Department



Oversee all department personnel actions: Select, supervise, train, manage and evaluate the work of supervisory, professional, technical, and clerical personnel



Recommend and implement goals, objectives, and practices for providing effective and efficient engineering services



Prepare and administer the department budget



Prepare clear and concise administrative and financial reports



Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals



Research, analyze, and evaluate new service delivery methods, procedures and techniques



Interpret and apply Federal, State and local policies, procedures, laws and regulations



Communicate clearly and concisely, both orally and in writing



Establish and maintain effective working relationships with those contacted in the course of work



Operate a variety of office equipment and computers in the performance of work assignments



Establish and maintain a variety of records and files



Maintain proper work safety standards

## TYPICAL PHYSICAL ACTIVITIES

- ✓ May occasionally travel by airplane and automobile to conduct District business
- ✓ Work at a desk for an extended period
- ✓ Work in an office environment, lift and move objects up to 25 pounds such as large binders, computers, and small office equipment
- ✓ Sufficient finger/hand coordination and dexterity to operate and adjust office equipment
- ✓ Use office equipment such as computers, copiers, and FAX machines
- ✓ Sit for extended time periods
- ✓ Stand and walk for extended time periods
- ✓ Hearing and vision within normal ranges with or without correction
- ✓ Irregular or extended work hours: occasionally required to change working hours or work overtime

## ENVIRONMENTAL FACTORS

- ✓ Exposure to the sun: 25% or less work time spent outside a building and exposed to the sun





## Minimum Qualifications

Any combination of education and experience that would provide the necessary knowledge and abilities. A typical way to obtain the required qualifications would be:

### Training

Equivalent to a bachelor's degree from an accredited college or university with major coursework in engineering, environmental studies, or a related field.

### Experience

Five (5) years of increasingly responsible experience in professional engineering work related to water systems and facilities, including one (1) year of lead or supervisory responsibility.

### License, Certificate, Registration Requirement

- ✓ Possession of a valid California driver's license to be maintained throughout employment.
- ✓ Possession of a valid license as a Professional Engineer issued by the State of California to be maintained throughout employment.



## Compensation, Benefits, Career & Culture

In addition to health and compensation benefits, GCID provides career-related assistance such as professional coaching, ongoing training and industry networking opportunities.

- ✓ Health, Dental and Vision (Employee and family coverage)
- ✓ Life Insurance
- ✓ Short- and Long-term Disability Insurance
- ✓ Holidays – 12 per year
- ✓ Annual Leave Policy (20-32 days, depending on length of employment)
- ✓ Defined Contribution Pension Plan (District contributes 10% of employee's annual salary)
- ✓ Social Security Benefits
- ✓ Deferred Compensation Plan
- ✓ Section 125 Cafeteria Plan

**The expected salary range is \$112,411 - \$175,000  
with an expected COLA adjustment of 3.7% effective October 1, 2023.**

# GCID



**GLENN-COLUSA IRRIGATION DISTRICT**

344 East Laurel Street, Willows, CA 95988  
(530) 934-8881 | [www.gcid.net](http://www.gcid.net)



## Application Process & Recruitment Schedule

To learn more about GCID, visit our website at [www.gcid.net](http://www.gcid.net). Please send resume and cover letter to [gkrzys@gcid.net](mailto:gkrzys@gcid.net) and [kmendonca@gcid.net](mailto:kmendonca@gcid.net) or mail to P.O. Box 150, Willows, CA 95988.

**Closing Date: Candidates will be considered on a rolling basis through 5 p.m. PST, Wednesday, November 29, 2023.**  
**– Interviews will take place the week of December 4, 2023.**