

**WATER CONSERVATION COORDINATOR**

Salary Range: 339

FLSA Status: Non-Exempt

Representation: Professional Unit

**Description**

This position is contingent upon continued funding from Solano County Water Agency for the activities of the Solano County Agricultural Water Management Committee. Under the general direction of an assigned manager, performs a variety of tasks related to the development and implementation of water conservation programs as they relate to agricultural and municipal and industrial customers.

**Examples of Duties**

Assist Solano Irrigation District, Maine Prairie Water District, and Reclamation District No. 2068 with the development and implementation of Water Conservation Plans and Updates. Provide irrigation water management assistance to individual growers and to landscape managers in the form of soil moisture monitoring, irrigation scheduling, irrigation system evaluations, field days, regularly scheduled workshops, newsletters and crop pilot projects and other methods and means. Manage the Weather Data and Weather Forecast program for growers, emphasizing crop related weather information. Perform pump efficiency testing for SID, growers, MPWD and Reclamation District No. 2068. Manage the CIMIS and SID weather stations throughout Solano County. Serve as the SSWA Water Conservation Coordinator preparing Water Management Plans and submitting monthly and annual water use reports. Serve as contact for residential water concerns and conduct landscape irrigation evaluations. Make presentations on efficient water use practices to growers and organizations. Manage the Solano School Water Education Program. Serves as liaison with PG&E and analyzes rates to ensure the District is being billed correctly. Coordinate cooperative efforts with local agricultural agencies, farmer organizations and conservation groups to develop and promote farm water conservation practices. Research potential grants and funding. Act as staff person for the Solano County Agricultural Water Conservation Committee. Manage the Committee's annual budget and perform administrative work necessary to support the objectives of the Committee. Implement SID's best management practices as identified in Water Management Plans relative to irrigation water and landscape water management, including for SSWA.

Deal with the public and employees in a manner that emphasizes teamwork and cooperation while minimizing conflict. Incumbent performs assigned duties under general supervision in a highly independent manner according to overall directives within the context of established guidelines. Assignments are given orally or in writing, and the employee will be expected to develop his/her own work methods and procedures. Incumbent uses initiative and independent judgment. At times, directs and controls the work of others in the performance of the above-mentioned work. Keep accurate records, makes oral and written reports of work performed. Operate District equipment in the regular performance of his/her duties. Perform other duties as assigned.

## **Employment Standards**

### **Knowledge of:**

- Irrigation management principles, practices and methods
- Pump operation principles and practices
- Urban conservation principles, practices and policies
- Methods to conserve agricultural water use, and maintain or improve crop yield
- Practices and methods to improve irrigation practices and systems
- Organizations, public and private, with expertise in agricultural water management
- Budget management
- Proper use of computers, including basic MS Word and MS Excel
- District policies, rules regulations and procedures
- The identification, use and operation of common hand and power tools and some small mechanical equipment
- Applicable safety precautions and procedures
- Common public relations courtesies, practices and techniques

### **Ability to:**

- Effectively conduct agricultural and landscape irrigation evaluations
- Perform pump testing on behalf of the District and growers
- Properly use scientific instruments used for the monitoring of pumps, soil moisture, leaf moisture and weather data
- Analyze, interpret and summarize data for the preparation of technical reports
- Make effective presentations to a variety of audiences
- Establish and maintain effective relationships with those contacted in the course of work.
- Deal tactfully and courteously with employees and the public.
- Read and write the English language.
- Operate a computer terminal/microcomputer to access varied databases and applicable software, including Microsoft Word, Access, Excel and PowerPoint.
- Perform physical work requiring manual dexterity, agility, physical strength, stamina and physical coordination.
- Plan, organize, direct, coordinate, train, evaluate and supervise functions and activities as they relate to agricultural water conservation.
- Perform simple arithmetic.
- Conduct studies and investigations, analyze data, draw sound conclusions and prepare reports of findings and recommendations.
- Understand and carry out verbal or simple written instructions.
- Perform manual work requiring a moderate degree of manipulative skills and the use of some independent judgment and initiative.
- Communicate effectively orally and in writing.
- Operate a vehicle observing legal and defensive driving practices.
- Observe and apply all safety regulations pertaining to the equipment, job site and workload assignments.

## **Training and Experience**

Any combination of training, education and experience which demonstrates possession of the knowledge and abilities stated above and the ability to perform the duties of the position. Graduation from a 4-year university with a B.S. in an agricultural related field is required.

## **Licenses and Certification**

Possession of a valid Class C California Motor Vehicles Operator's License with a satisfactory driving record to maintain insurability.

## **Physical Demands**

Carrying:	Transports objects by holding them in hands or arms.
Stooping:	Bends body downward and forward by bending at waist or knees.
Standing:	Stands for up to 8 hours per day.
Reaching:	Extends hands and arms in any direction.
Lifting:	Raises (above head) or lowers (below knees) assorted mechanical devices and appurtenances, up to 25 pounds.
Sitting:	May remain in a seated position for up to 8 hours per day. Rides in District vehicles over rough terrain.
Climbing:	In and out of equipment, trenches and pipelines; ascends and descends ladders up to 10 feet. Ascends and descends slopes up to 100 feet.
Hearing:	Hears well enough to receive communication in person, by radio and by telephone, as well as for safety in and around construction sites. May work in conditions with intermittent or constant noise.
Talking:	Expresses ideas and shares information by means of spoken word in person, by radio and by telephone.
Hands/Arms:	Operates vehicles, equipment and hand tools. Seizes, holds or works with hands. Operates computer for up to 8 hours a day.
Vision:	Reads written messages; operates vehicles and equipment.
Walking:	Moves about on foot, often through uneven terrain.
Environment:	Works in conditions with intermittent or constant noise and works outside with variations of temperature and weather.

*Reasonable accommodations will be considered.*

## **Physical Examination**

Must pass a physical examination, which includes substance screening, before employment with the District.

## **Confidentiality**

Work does not ordinarily involve confidential information.

## **Supervision**

The position receives general supervision from the assigned manager. This position does not have supervisory authority.