

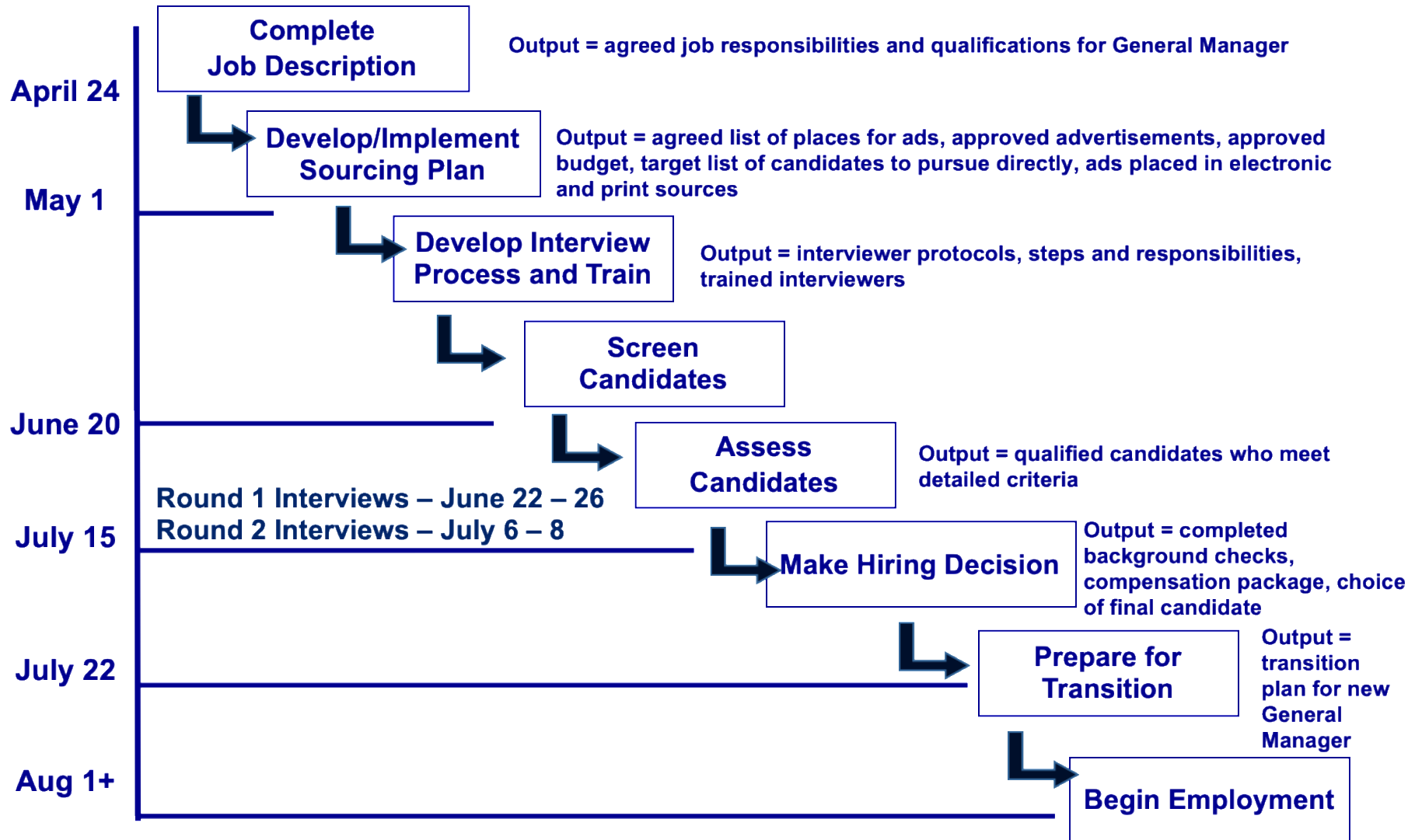
**Upper Yampa Water Conservancy District
General Manager Search Project
Via BlueJeans <https://bluejeans.com/885335152>**

Search Committee Meeting
April 15, 2020

AGENDA

- Introductions
- Review/confirm overall timeline & outline committee meeting dates
- Review/confirm project roles
- Discuss strategic plan and other upcoming objectives for incoming General Manager
- Review and discuss job description, leadership profile
- Identify other stakeholders to provide input before launching search
- Discuss compensation plans/ranges
- Other items

Upper Yampa Water Conservancy District – General Manager Search – Overall Timeline



Upper Yampa Water Conservancy District – General Manager Search – Project Roles

Complete Job Description	<u>Peak HR</u> <ul style="list-style-type: none">• Facilitate discussion on key priorities• Develop job documentation • Develop sourcing strategy/budget• Develop and place advertisements• Develop candidate target list • Develop interview protocols, process & forms• Train interviewers • Screen resumes• Conduct telephone screens • Facilitate discussion on who to interview in round 1• Facilitate discussion to confirm who moves to round 2• Complete background/ reference chx• Gather compensation requirements• Facilitate hiring decision session • Provide input to transition plan	<u>UYWCD</u> <ul style="list-style-type: none">• Identify key priorities• Identify updates to job documentation• Approve final job documentation • Approve sourcing strategy/budget• Add to candidate target list & refer • Provide input to protocols & process• Approve process & forms• Participate in training • Confirm who to screen & interview • Conduct/document round 1 interviews• Conduct/document round 2 interviews • Develop final offer and contract• Inform candidate • Develop transition plan and timing• Develop orientation materials • Organize first days' activities
Develop/Implement Sourcing Plan		
Develop Interview Process and Train		
Screen Candidates		
Assess Candidates		
Make Hiring Decision		
Prepare for Transition		
Begin Employment		

**Upper Yampa Water Conservancy District
 General Manager Search Project
 Search Committee Meeting Dates/Times/Locations**

Drafted: 13 April 2020

Date	Time	Objective	Location
April 15	11:00	<ul style="list-style-type: none"> Organize project Confirm timetable, operating guidelines Review leadership needs, priorities Review stakeholders to be contacted 	Conference call
April 22	11:00	<ul style="list-style-type: none"> Review data gathered Finalize text for job documents Approve advertising plan Review initial candidate outreach plan 	Conference call
May 11	11:00	<ul style="list-style-type: none"> Review initial applications Confirm candidates to be screened Update candidate outreach list 	Conference call
May 19	11:00	<ul style="list-style-type: none"> Review initial applications Confirm candidates to be screened Review results of screening interviews Update candidate outreach list 	Conference call
May 27	11:00	<ul style="list-style-type: none"> Review new applications Review results of screening interviews Confirm candidates to be screened 	Conference call
June 4	11:00	<ul style="list-style-type: none"> Review new applications Review results of screening interviews Confirm candidates to be screened Confirm interview approach/content 	Conference call
June 11	11:00	<ul style="list-style-type: none"> Review results of screening interviews Identify candidates to be interviewed Prep for interviews 	In person
June 22	1:00 – 5:00	<ul style="list-style-type: none"> Conduct 1st round interviews 	In person; location tbd
June 24	8:00 – 12:00	<ul style="list-style-type: none"> Conduct 1st round interviews 	In person; location tbd
June 25	11:00	<ul style="list-style-type: none"> Debrief from initial interviews Confirm candidates and schedule for finalist interviews 	Conference call
July 6	tbd	<ul style="list-style-type: none"> Final candidates meet with staff 	UYWCD office
July 8	tbd	<ul style="list-style-type: none"> Final candidate interviews with board 	In person

DENVER WATER DEPARTMENT

CLASS SPECIFICATION

CLASS TITLE: **Manager, serving as Chief Executive Officer**

CODE NO. 9700

GENERAL STATEMENT:

Under general direction of the Board of Water Commissioners, the Manager serves as the chief executive officer of Denver Water and is responsible for managing, planning, coordinating and administering all activities of the agency. This is a discretionary position, established under the Charter of the City and County of Denver outside the civil service system. The incumbent in this position serves solely at the pleasure of the Board.

SUPERVISION EXERCISED:

Exercises full supervision over assigned personnel as a significant part of the duties.

EXAMPLES OF DUTIES:

Serves as chief executive officer of Denver Water and manages through delegation all financial, planning, legal, design/engineering, construction, human resources, diversity, operations, public affairs, and information technology functions.

Provides strategic leadership:

- Develops and implements a strategic vision for Denver Water, outlining the long term role of Denver Water in metro area and across the state.
- Maintains and enhances relationships with key constituents across the region and the state: municipal and state officials, water industry leaders, customers, suppliers, Commissioners, and environmental representatives.
- Drives long term planning (30-100+ years).
- Identifies and implements long term asset management (capital and human) strategy and measures for monitoring progress.
- Ensures Denver Water is an industry leader regionally and nationally.

Leads public policy and public affairs activities:

- Maintains a public affairs function involving informational, educational and communications efforts with the general public, civic, social, community service and environmental organizations, and representatives of all forms of media, regarding Denver Water activities, and ensures the effective dissemination of information and response to inquiries.
- Serves as primary spokesperson for Denver Water locally, regionally, and nationally.
- Increases understanding of role of water in community and economic development efforts across the region.
- Engages and educates customers re: Denver Water strategies, needs, goals, and results.

- Maintains influence in state and national water-related issues by membership in various local, regional, and national boards and commissions, and by maintenance of positive working relationships with members of the executive and legislative branches of state and federal government.
- Participates actively in local, regional, and national water policy development and regulatory changes.
- Engages the Distributors Forum, the Citizens Advisory Committee, and other groups as strategic business partners.

Provides operational leadership:

- Provides comprehensive oversight of all aspects of Denver Water's operations.
- Provides strong fiscal accountability and responsibility ensuring highly efficient, high quality operations at all times and at all levels.
- Directs, coaches, and develops senior staff members to provide high quality service and to grow in their capabilities.
- Supports diversity efforts for internal positions as well as with external contractors and encourages broad consideration of qualified personnel and organizations.
- Develops culture of efficiency, productivity, flexibility, and accountability to customers.
- Develops atmosphere of trust and engaged communication with staff throughout organization
- Communicates to the Board and Staff the status of the agency on a continuing basis, and initiates policy matters for Board consideration.
- Seeks opportunities to engage with all levels of personnel at Denver Water, to understand their work, and to share the agency's priorities and goals.

Works with Board of Commissioners:

- Executes the Board's policies and orders.
- Brings appropriate matters to the Board for its attention and action.
- Develops policy recommendations for consideration by Board.
- Keeps Board informed on critical issues and policy changes.
- Requests assistance of the Board and individual Commissioners as appropriate in achieving the objectives of Denver Water.
- Serves as secretary to the Board, and as such, ensures the custody, protection and classification of all official records, and the recording of the minutes of meetings; attests to signatures of the President or Vice President of the Board whenever necessary.

Performs related duties as assigned.

QUALIFICATIONS FOR APPOINTMENT:

Knowledge, Skills and Abilities:

- Is a proven strategic, visionary, bold leader who has produced significant, measurable results in complex situations or industries
- Has some understanding of the complexity of water issues in the West, and preferably in Colorado; strong willingness and ability to learn about these issues and the diversity of competing forces affecting the industry
- Understands or has interest in learning about the history and context of water development in the West and the role of Denver Water in that history; is highly engaged in defining roles for Denver Water in shaping future water development

- Has depth of experience in driving fiscal accountability and responsibility to all levels of an organization
- Has entrepreneurial spirit and knows how to get everyone on board with clear vision
- Is committed to public service and has knowledge of leading mission-driven organizations
- Is politically knowledgeable with proven ability to work on bi-partisan or non-partisan basis
- Can work well with a strong management team and set a clear vision for them; proven ability to unleash talents of executives and senior managers
- Is excellent at building relationships; collaborative by nature; consensus builder
- Is willing and able to represent Colorado in national forums and debates
- Is an excellent public speaker; likes to communicate to public regularly, not just in times of crisis
- Is savvy and experienced in working with media
- Is a thoughtful change agent
- Is technically progressive.

Personal Qualities

- Is a systems thinker – prefers dealing in complexity and multi-dimensional issues rather than linear problems and has a facility for working with complicated equations
- Is proactive and consistent in dealings with people
- Is smart, articulate, dynamic
- Brings sense of urgency balanced with a long term perspective
- Is open with a sense of humor and doesn't let disagreements become personal
- Has good listening skills as well as decision-making skills; likes hearing different voices on issues
- Has great intellectual capacity and curiosity
- Has strong ability to switch from micro to macro issues, from short term to long term consequences or implications
- Has the ability to adapt to new environments or roles easily and with little drama.

Education:

Graduation from a four-year college or university with a major in business, engineering, public administration, or related field.

Experience:

Fifteen years' business and management experience involving responsibility for a large-scale operation, including administrative responsibility for staff and operating functions in a large scale public or private operation.

License, Certificate or Credential:

None

Other Requirements:

Position may require HIPAA training.

PHYSICAL EXAMINATION CATEGORY:

Less physically active.

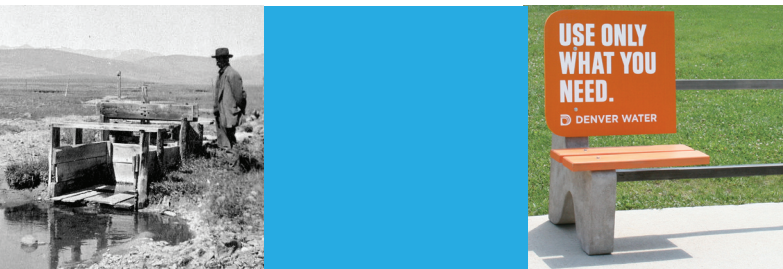
MANAGER-CHIEF EXECUTIVE OFFICER LEADERSHIP PROFILE



AGENCY PROFILE

Denver Water proudly serves high-quality water and promotes its efficient use to 1.3 million people, roughly a quarter of Colorado's population, in the City and County of Denver and many surrounding suburbs. Established in 1918, Denver Water is a public agency funded by water rates, new tap fees and the sale of hydropower, not taxes. These revenues flow to our Water Works Fund. We are Colorado's oldest and largest water utility, and serve as a regional and national industry leader.

Denver Water's overall objectives include providing customers with a reliable, high-quality water supply and excellent service. We also are focused on the effective stewardship of responsibly managing the natural resources under our care to support the urban settlement and economic development of our service area and the region. We are committed to delivering water to the community through a productive and diverse workforce.



Organization Structure

Denver Water was established as an independent public agency by the Charter of the City and County of Denver to deliver water to its residents. Oversight of the agency is provided by a five-member Board of Commissioners who are appointed to staggered six-year terms by the mayor of Denver. The Board of Commissioners hires and oversees the work of the manager, who serves as the chief executive officer for Denver Water as designated in the Charter.

Finances

Denver Water has an annual operating budget of \$200 million and a staff of 1,000 dedicated, committed employees. Denver Water operates from the Water Works Fund, which is separate from the city's general fund. The city government has no access to the Water Works Fund and Denver Water has no access to the city's general fund. Both funds, however, are accounted for by the city's auditor. We generate revenue from the sale of water and water taps to Denver and suburban customers, as well as from the sale of hydropower to electric utility companies.

System

Denver Water operates an extensive and complex system that was constructed over many years requiring significant effort, working with a variety of jurisdictions and stakeholders to maintain and develop Denver's water rights. Denver Water's system includes 3,500 miles of pipe, 12 major reservoirs, 34 underground treated water reservoirs, seven dams, four tunnels, four treatment plants and seven hydroelectric generating plants. Our primary water sources include the South Platte River, Blue River, Williams Fork River and Fraser River watersheds. Other water sources include the South Boulder Creek, Ralston Creek and Bear Creek watersheds.

Denver Water also operates and is expanding an extensive recycled water treatment plant and distribution system. We are actively exploring the potential to use agricultural and groundwater during drought periods to supplement our resources.

Denver Water works very closely with suburban distributors, West Slope stakeholders and other constituents around the state to ensure reliable, sustainable sources of water and to help craft a cooperative environment for statewide water policy.

STRATEGIC INTENT & CHALLENGES

Denver Water has a long history of serving the community and its residents effectively and efficiently. In the next decade and beyond, there are several key strategic challenges and opportunities for which the CEO of Denver Water will need to provide leadership:

1. Ensure a diverse, durable, and sustainable water supply for the future.

- Lead regional and national discussions with all relevant stakeholders.
- Develop and implement short- and long-term plans to achieve goals.
- Conclude long-term negotiations with West Slope constituents to secure reliable water supply for the future.
- Partner with East Slope utilities to store and conserve water supplies and acquire additional water supplies as needed.
- Determine Denver Water's long-term role in the state and along the Front Range and decide how much service and supply will be provided to customers outside the currently defined service area.
- Develop flexible strategies for handling unpredictable consequences of climate change or other events.

2. Develop and implement vision for water stewardship model with customers and partners.

- Engage customers in efficient water use and explore innovative options to support customer education and changes in behavior.
- Develop and implement approaches to watershed management and long-term stewardship.
- Promote customer and staff culture that values water as a key resource, not a disposable commodity.

3. Deliver highly productive, reliable, efficient service.

- Maintain high-quality infrastructure and treatment processes while managing costs effectively for ratepayers and other customers.
- Continue efforts to become a more entrepreneurial, less bureaucratic, organization.
- Identify mechanisms to increase productivity of the workforce and the organization to help mitigate the impact of major investments in the future.
- Manage aging workforce issues proactively and develop mechanisms to retain key knowledge while attracting smart, talented, motivated staff members.
- Develop strong commitment to accountability for results at all levels.
- Enhance focus on customers and educate them on Denver Water's goals, vision, and techniques, as well as on their responsibilities in helping Denver Water deliver on its mission.
- Lead on all aspects of asset management, both capital and human.

POSITION PROFILE

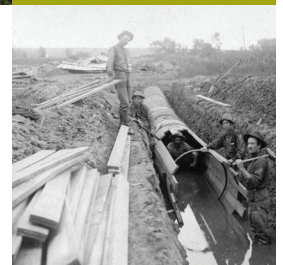
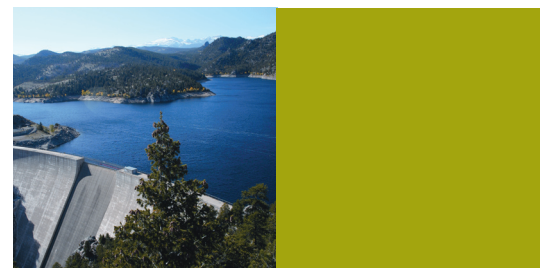
The chief executive officer has the opportunity to lead a strong, mature agency to a new level of efficiency, innovation, productivity and stewardship.

The CEO provides strategic leadership for Denver Water, developing and implementing a strategic vision for the agency that outlines the long-term role of Denver Water in the metro area and across the state. He or she enhances and maintains relationships with key constituents across the state and the region, including elected officials, industry leaders, suppliers, environmental groups and customers.

The CEO leads key public policy and public affairs activity and serves as primary spokesperson for the agency locally, regionally and nationally. The CEO increases understanding of the role of water in economic development efforts across the region and participates actively in legislative and regulatory initiatives regionally and nationally.

The CEO provides operational leadership, overseeing all aspects of Denver Water's operations. The CEO promotes strong fiscal accountability and responsibility in all areas of Denver Water's operations and develops a culture of efficiency, productivity, flexibility and accountability to customers.

The CEO works closely and strategically with the Board of Commissioners, identifying policy issues to be addressed by the Board and developing recommendations on those issues. The CEO supports the commissioners in their efforts to work productively and effectively as a group and individually.



IDEAL CANDIDATE

The ideal candidate is a visionary leader who has produced significant, measurable results in complex situations or industries and is enthusiastic about delivering a critical public service through new and increasingly valued added means. Candidates must be culturally nimble, adaptable and able to interact with a diverse spectrum of people. Additionally, candidates will have:

Water industry knowledge and commitment to Denver

Water's mission –

- Have some understanding of the complexity of water issues in the West, and preferably in Colorado, along with a strong willingness and ability to learn more about these issues and the competing forces affecting the water industry.
- Understand or have an interest in learning about the history and context of water development in the West and the role of Denver Water in that history; will be highly engaged in defining roles for Denver Water in shaping future water development.
- Show commitment to public service and have knowledge of leading mission-driven organizations.

Executive management experience –

- Bring a depth of experience in driving fiscal accountability and responsibility to all levels of an organization.
- Have a proven entrepreneurial spirit and know how to get everyone on board with clear vision.
- Work well with a strong management team and set a clear vision for them; have a proven ability to unleash talents of executives and senior managers.
- Have a natural ability and desire to motivate staff at all levels and to build understanding and support of different priorities and actions.

Political and community relations experience -

- Be politically knowledgeable with a proven ability to work on a bipartisan or nonpartisan basis.
- Be excellent at building relationships and collaborative by nature.
- Be willing and able to represent Colorado in national forums and debates.
- Be an excellent public speaker with a passion for communicating on a regular basis to various constituents and groups; savvy and experienced in working with media.

We seek a leader who is a thoughtful change agent and is technically progressive. We want a CEO who is proactive and consistent in his or her dealings with people, who can bring a sense of urgency while balancing that with a long-term perspective. We need a leader who deals well with complex and multidimensional issues and who has an ability to adapt to new environments or roles easily and with little drama. A sense of humor coupled with intellectual curiosity also is highly valued.

Qualified candidates must have at least 15 years of business and management experience involving responsibility for a large scale public or private operation and must have at least a bachelor's degree from a four-year college or university; advanced degrees are preferred. Candidates also must be willing to reside in the City and County of Denver.

Qualified candidates for this role will be visionary, passionate and progressive leaders, and have the broad institutional experience and the intellect necessary to motivate and lead a significant public enterprise.

HOW TO APPLY

Qualified candidates are encouraged to send their resume, cover letter and salary requirements to Carolyn McCormick of Peak HR Consulting, LLC at Carolyn.McCormick@peakhrconsulting.com.

Additional information about Denver Water and this position can be found at www.denverwater.org.

Denver Water is an equal opportunity employer.

We are dedicated to diversity and encourage all qualified people to apply.





Job Specifications General Manager

Date:	January 2018
Division/Department:	Management
Reports To:	Board of Directors
Type of Position:	Full-time
Hours:	40+/week
Status:	Exempt

General Statement

Under general direction of the Board of Directors, the General Manager manages and directs the overall activities of Northern Water including the Northern Colorado Water Conservancy District, the Municipal Subdistrict, and their several Water Activity Enterprises.

The General Manager works with the Board to update, refine, or expand Northern Water's mission and/or vision in response to evolving water needs in northern Colorado.

The General Manager implements and oversees policies and guidelines dictated by the Board and provides direct management of the Assistant General Managers and the various departments. The General Manager coordinates activities with and, as directed by the Board to do so, provides direction to legal counsel.

At the designation of the Board of Directors, the General Manager may also act as Secretary or Treasurer of Northern Water.

Duties and Responsibilities

1. Strategic Leadership with a focus on Colorado specific water resources
 - In partnership with the Board and senior staff, develops and implements a long-range Colorado-specific vision and supporting strategic plans for the sustained operations and maintenance of Northern Water.
 - Identifies and implements long-term asset management (human and capital) strategies and measures for monitoring progress.
 - Oversees and participates actively in complex project and policy negotiations that affect the long-term use and allocation of water resources under the jurisdiction of Northern Water.
 - Ensures Northern Water remains a leader in water policy in the State of Colorado, and regionally or nationally as appropriate.
2. Operations Leadership
 - Provides overall direction and supervision of the general day-to-day operations of Northern Water.
 - Ensures the continued effective use of Northern Water's business model, delivering financial transparency, accuracy, and alignment with statutory obligations.



- Oversees the administration of employee activities, including human resources activities, employee benefits programs, and is a trustee for Northern Water's Defined Benefit Retirement Fund.
 - Directs, coaches, and empowers senior staff to provide high quality service and to grow into their capabilities.
 - Coordinates activities, as required, directly with federal agencies, especially the U.S. Bureau of Reclamation and Western Area Power Administration.
 - Takes actions necessary to develop, implement, adopt, and enforce the rules, regulations, policies, and procedures of Northern Water and the Municipal Subdistrict.
 - Develops and cross trains senior staff to provide backup support of Northern Water operations.
 - Engages genuinely and comfortably with all levels of personnel at Northern Water.
3. Community & Public Policy Leadership with an emphasis on Colorado state specific issues and include regional or national interests as appropriate
- Represents Northern Water and the Municipal Subdistrict at meetings of state and federal agencies, organizations, water districts, and ditch and reservoir companies bringing knowledge and understanding of water issues in Colorado.
 - Participates in state-wide and national activities addressing the water resources of the State of Colorado.
 - Represents the interests of Northern Water in local, county, and/or state public policy issues or forums as needed including the Colorado State Legislature and its committees and the national Colorado Congressional delegation.
 - Serves as a primary spokesperson for Northern Water locally, regionally, and nationally.
4. Project Leadership
- Oversees effective delivery of large scale construction or other projects ensuring effective staffing, scheduling, deliverable management, and partner negotiations
 - Participates in maintaining effective relationships with project participants, ditch companies, water districts, water user associations and other partnering organizations involved in current or future projects or policies.
5. Board of Directors Support
- Ensures Board involvement in setting long-term strategic direction and overall vision for Northern Water.
 - Provides Board members with complete, accurate, timely information with which to make policy decisions and proactively identifies such policy decisions that the Board needs to address.
 - Executes the Board's policies and direction.
 - Maintains effective relationships with Board members and requests assistance from individual Board members when needed.

Performs other duties as necessary and as directed by the Board to protect and promote the interests of Northern Water.



Employment and Education Requirements

Employment History

1. Employment by the State of Colorado at the Cabinet or management level of the Colorado Department of Natural Resources or Colorado Department of Health and Environment; or
2. Employment at the management level of a Colorado municipal water utility, water district, ditch company, or water users' association; or
3. At least 10 years experience as a consulting engineer, attorney, scientist or other technical expert for or with one or more of the Colorado entities identified in Paragraph 1) or 2) above.

Education Required

A Bachelor's degree in engineering or equivalent education or a law degree (Juris Doctorate) or advanced scientific or technical degree is required.

A Master's degree in engineering or business administration, OR equivalent work experience/ education is desirable.

Knowledge, Skills, and Abilities Requirements

- Is committed to public service and has knowledge of leading mission-driven organizations.
- Able to communicate well in both written and oral form with excellent negotiating skills and demonstrated professional demeanor.
- Possesses a thorough knowledge of Colorado and western states' water resource development, water law, and/or civil, water resource or hydraulic engineering.
- A general knowledge of the Colorado-Big Thompson Project and water resource management in Colorado including the Colorado water rights system.
- Has experience in developing, implementing, and monitoring strategic visions and plans.
- Has some experience in managing change and leading growth of organizations in a thoughtful manner for long-term sustainability.
- Is politically knowledgeable with proven ability to work with appointed or elected officials at all levels on a non-partisan or bi-partisan basis.
- Demonstrated ability to build long-term relationships and effective partnerships.
- Proven experience in developing and growing a senior management team to reach its maximum potential.
- Able to handle stressful or difficult situations in an effective manner.

Personal Qualities

- Ensures that all staff members feel well-connected to the mission and achievements of Northern Water
- High degree of integrity, values transparency at all levels; sets example for all other personnel.
- Outgoing, personable, honest, natural relationship builder and partner, collaborative, comfortable with wide variety of people and backgrounds.
- Action-oriented, strong work ethic, follow through, delivers on commitments routinely.



- Detail-oriented but keeps eye on big picture goals and ensures that staff understand and value Northern Water’s long-term objectives.

Physical Requirements

- Must have the ability to access working areas or direct staff to access potentially unstable footing, including dams, spillways, pumps plants, pipeline rights-of-way, canals, and canal structures.
- This position requires prolonged sitting and keyboard use, standing, and walking in the performance of daily activities.
- Reasonable accommodations will be made to enable qualified individuals with disabilities to perform the essential functions.

License, Certificate, or Credential Preferences

Northern Water values staff leaders who demonstrate a continuing commitment to their own professional development. Evidence of such a commitment could include but is not limited to obtaining a professional certification such as passing the bar exam for an attorney or obtaining a Registered Professional Engineer designation. Other such professional certifications or licenses are equally valid.

The Northern Colorado Water Conservancy District is an equal opportunity employer.

LEADERSHIP PROFILE

GENERAL MANAGER



AGENCY PROFILE

Northern Water is a public agency created in 1937 to contract with the federal government to build the Colorado-Big Thompson Project. The C-BT Project collects water west of the Continental Divide and delivers it to Northeastern Colorado for agricultural, municipal, domestic and industrial uses. Northern Water and the U.S. Bureau of Reclamation jointly operate and maintain the C-BT Project.

About 925,000 people live within Northern Water boundaries, which encompass 1.6 million acres in portions of eight counties: Boulder, Broomfield, Larimer, Logan, Morgan, Sedgwick, Washington and Weld.

Northern Water provides supplemental water supplies to more than 120 ditch, reservoir and irrigation companies serving thousands of farms and more than 640,000 acres of irrigated farmland, making it the second largest of all federal water projects in the American West.

Northern Water's Municipal Subdistrict is a separate and independent conservancy district formed by six municipalities in 1970 to build and operate the Windy Gap Project. The Municipal Subdistrict Board elects its own officers, but its directors are the same as the Northern Water Board. The Windy Gap Project consists of a diversion dam and pump plant on the Colorado River, and a six-mile pipeline to Lake Granby. From there the Windy Gap Project utilizes the existing C-BT Project facilities to deliver Windy Gap Project water to cities and towns along the northern Front Range.

Northern Water and the Municipal Subdistrict both have Enterprises formed under state law which develop and manage several special projects including the Windy Gap Firming Project and the Northern Integrated Supply Project known as NISP.

MISSION

To provide water resources management, project operations, and conservation services for project beneficiaries.

ORGANIZATIONAL STRUCTURE

The 12-member Northern Water and Municipal Subdistrict Boards establish policy and provide strategic direction. Directors from the eight counties within Northern Water boundaries are appointed to staggered 4-year terms by district court judges. The Board of Directors hires and oversees the work of the General Manager who in turn is responsible for the operations of Northern Water and its 120 employees.

FINANCES

Northern Water, the Municipal Subdistrict and the water activity enterprise funds have a total operating budget of approximately \$53 million. Revenue sources include water assessments, an ad valorem property tax, charges for services, energy production and miscellaneous revenues.

SYSTEM

Northern Water operates the largest transmountain diversion project in Colorado. Water is collected near the headwaters of the Colorado River and transported to the northern Front Range through a system of canals, pipelines and reservoirs. This system includes 12 reservoirs, 35 miles of tunnels, 95 miles of canals and eight hydroelectric plants, six operated by the federal government and two by Northern Water.



CURRENT PROJECTS

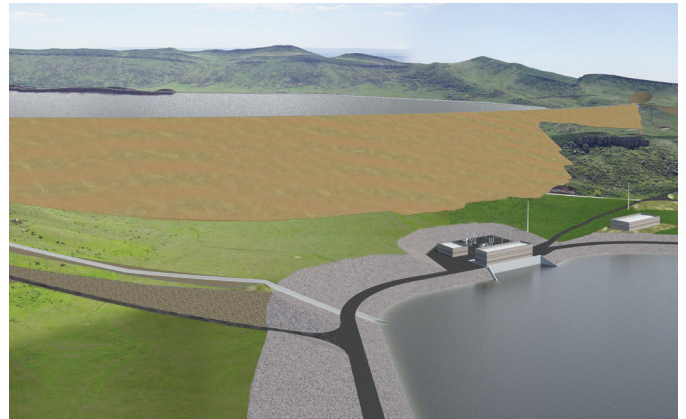
Northern Water currently leads two significant projects dedicated to enhancing the water resource infrastructure. These two projects include the Northern Integrated Supply Project and the Windy Gap Firming Project.

NORTHERN INTEGRATED SUPPLY PROJECT

The Northern Integrated Supply Project (NISP) is a proposed water storage and distribution project that will supply 15 Northern Front Range partners with 40,000 acre-feet of new, reliable water supplies.

The project consists of:

- Two reservoirs (Glade and Galetton)
- A forebay reservoir
- Two pump plants
- Pipelines to deliver water for exchange with two irrigation companies
- Improvements to an existing canal to divert water off the Poudre River



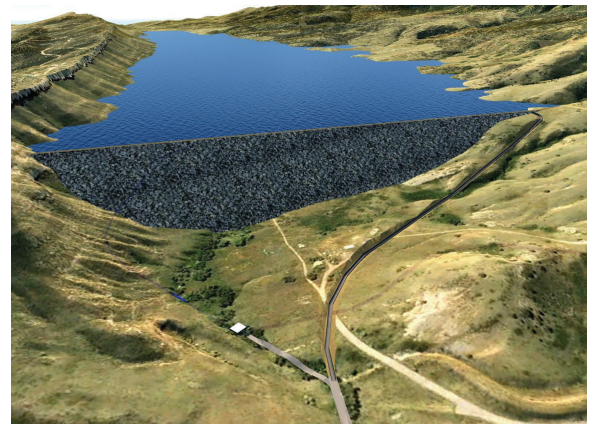
At 170,000 acre-feet, Glade Reservoir is slightly larger than neighboring Horsetooth Reservoir. Construction of Glade Reservoir will require the relocation of seven miles of U.S. Highway 287 northwest of Fort Collins and will provide a recreational amenity to Northern Colorado.

The U.S. Army Corps of Engineers is currently working to complete the Final Environmental Impact Statement for NISP. Following release of the Supplemental Draft EIS in June 2015 and subsequent public comment, the Corps has been sorting through and addressing more than 500 comments and 4,000 pages of documentation as it works toward a FEIS. The Corps estimates completing the FEIS in 2018, with a Record of Decision scheduled for 2019.

WINDY GAP FIRING PROJECT

The Windy Gap Firming Project is a collaborative proposal between 11 Northeastern Colorado water providers and the Platte River Power Authority. The project would improve the Windy Gap Project's reliability by constructing a new storage reservoir for Windy Gap water at Chimney Hollow near Carter Lake.

Northern Water's Municipal Subdistrict and the 12 Windy Gap Firming Project participants continue making progress as the project moves closer to design and construction. Design work is anticipated to take two years, and project construction another three to four years.



STRATEGIC PRIORITIES

The incoming General Manager for Northern Water will have the opportunity to lead these two major projects to completion. Additionally, the General Manager will provide leadership to Northern Water in these areas:

- **Vision** - In partnership with the Board of Directors and staff, develop and implement a long-term strategic vision for Northern Water and its impact across Colorado.
- **Increased Demand** - Identify appropriate mechanisms and roles for Northern Water in meeting increasing demands for water within its boundaries.
- **Forum Leadership** - Lead Northern Water's participation in local, regional, and national forums dedicated to effective water resource management.
- **Public Policy** - Support Northern Water's effective participation in public policy development.
- **Constituent Relationships** - Maintain effective relationships with a broad group of partners and constituents including federal and state agencies, water users, municipal, agricultural and industrial leaders, and other service providers and contractors.
- **Growth** - Lead Northern Water's growth as an organization to meet new demands and expanded roles while preserving its core values.
- **Controls and Risk Management** - Ensure effective controls and project management tools are in place to guide completion of large scale efforts.
- **Priority Management** - Balance work effectively across new projects with needed maintenance and enhancement of core system and operations.
- **Asset Management** – Ensure effective development, management, and monitoring of human and capital assets.

POSITION OVERVIEW

Under general direction of the Board of Directors, the General Manager manages and directs the overall activities of Northern Water including the Northern Colorado Water Conservancy District, the Municipal Subdistrict, and their several Water Activity Enterprises.

The General Manager works with the Board to update, refine, or expand Northern Water's mission and/or vision in response to evolving water needs in northern Colorado.

The General Manager implements and oversees policies and guidelines dictated by the Board and provides direct management of the Assistant General Managers and the various departments. The General Manager coordinates activities with and, as directed by the Board to do so, provides direction to legal counsel.

At the designation of the Board of Directors, the General Manager may also act as Secretary or Treasurer of Northern Water.



EMPLOYMENT AND EDUCATION REQUIREMENTS

Qualified candidates for this leadership role will have skills and experience in these areas:

Employment History Requirements

1. Employment by the State of Colorado at the Cabinet or management level of the Colorado Department of Natural Resources or Colorado Department of Health and Environment; or
2. Employment at the management level of a Colorado municipal water utility, water district, ditch company, or water users' association; or
3. At least 10 years experience as a consulting engineer, attorney, scientist or other technical expert for or with one or more of the Colorado entities identified in Paragraph 1) or 2) above.

Education Requirements

- A Bachelor's degree in engineering or equivalent education or a law degree (Juris Doctorate) or advanced scientific or technical degree is required.
- A Master's degree in engineering or business administration, OR equivalent work experience/ education is desirable.

Knowledge, Skills, and Abilities Requirements

- Is committed to public service and has knowledge of leading mission-driven organizations.
- Able to communicate well in both written and oral form with excellent negotiating skills and demonstrated professional demeanor.
- Possesses a thorough knowledge of Colorado and western states' water resource development, water law, and/or civil, water resource or hydraulic engineering.
- A general knowledge of the Colorado-Big Thompson Project and water resource management in Colorado including the Colorado water rights system.
- Has experience in developing, implementing, and monitoring strategic visions and plans.
- Has some experience in managing change and leading growth of organizations in a thoughtful manner for long-term sustainability.
- Is politically knowledgeable with proven ability to work with appointed or elected officials at all levels on a non-partisan or bi-partisan basis.
- Demonstrated ability to build long-term relationships and effective partnerships.

- Proven experience in developing and growing a senior management team to reach its maximum potential.
- Able to handle stressful or difficult situations in an effective manner.

Personal Qualities

- Ensures that all staff members feel well-connected to the mission and achievements of Northern Water.
- High degree of integrity, values transparency at all levels; sets example for all other personnel.
- Outgoing, personable, honest, natural relationship builder and partner, collaborative, comfortable with wide variety of people and backgrounds.
- Action-oriented, strong work ethic, follow through, delivers on commitments routinely.
- Detail-oriented but keeps eye on big picture goals and ensures that staff understand and value Northern Water's long term objectives.

License, Certificate, or Credential Preferences

Northern Water values staff leaders who demonstrate a continuing commitment to their own professional development. Evidence of such a commitment could include but is not limited to obtaining a professional certification such as passing the bar exam for an attorney or obtaining a Registered Professional Engineer designation. Other such professional certifications or licenses are equally valid.

How to Apply

To apply, please send your cover letter, resume, and salary requirements at your earliest convenience to Carolyn McCormick of Peak HR Consulting, LLC at Carolyn.McCormick@peakhrconsulting.com. All applications are to be submitted electronically. The Board expects to begin interviews in February, so we look forward to hearing from qualified, interested candidates soon.

To learn more about Northern Water and this position, please visit our website at www.northernwater.org.

The Northern Colorado Water Conservancy District is an equal opportunity employer.

