



Farmers Irrigation District

Position: General Manager

Exempt/Non-exempt: Exempt

Salary Range: Negotiable, Depending on Experience

General Statement of Duties:

The General Manager is responsible for overseeing all District operations, employees, finances, and legal interests.

Supervision Received:

The General Manager reports directly to the District Board of Directors.

Supervision Exercised:

The General Manager is responsible for supervision of all District employees.

Decision Making Authority:

Must be capable of working independently within position guidelines and within District policy. The General Manager exercises decision making authority regarding all District operations, employee supervision, and interactions with patrons, agencies, and other entities with which the District may interact.

Examples of Work:

Essential Duties and Responsibilities:

- Responsible for comprehensive District oversight in both the office and field to ensure that District objectives and goals are fully realized.
- Report directly to the District Board of Directors regarding general irrigation and hydro-power status.
- Implement and uphold District policies and bylaws, as established by the District Board of Directors.
- Work closely with the District's Attorney of Record in all legal matters and seek ancillary counsel and support as necessary to minimize District liabilities.
- Manage and make recommendations for the District's annual budget.
- Develop ongoing recommendations to improve overall District operations.
- Manage, delegate, and assign responsibilities and essential duties to staff. Evaluate staff to achieve optimal performance.
- Maintain a service-oriented, safe and healthy work environment.
- Work closely with local, regional, state, and federal agencies to ensure that District mission is carried out and District goals are realized.

- Maintain a leadership role in irrigation, hydro-power, and environmental stewardship.
- Oversee and evaluate comprehensive water distribution system operations to ensure compliance with all applicable agency regulations and requirements.
- Vet contractors and professional service providers and conduct all contractual and insurance negotiations.
- Actively participate in and support legislative efforts aligned with the mission of the District.
- Through all actions, strive to promote ecologically, socially, and economically sustainable agriculture by providing energy and irrigation service for the common good.

Preferred Knowledge, Skills, and Abilities:

The following is a list of skills and knowledge that would be helpful in being successful:

- Ability to communicate clearly in both written and oral formats in English
- Excellent organizational skills
- Ability to work independently and as part of a team.
- General computer skills and ability to learn new software platforms
- The ability to learn and adapt to new and evolving situations and problems
- A solid understanding of both natural and engineered water systems
- Familiarity with the Endangered Species Act
- Familiarity with local, state, and federal agencies/entities, particularly regulatory/permitting focused entities
- A background in personnel management/comfort with being in charge/being a leader
- Experience working for or with a board of directors
- The ability to remain calm under pressure, especially in emergency situations
- Experience with construction and construction management
- Proficient with technologies and software such as: Microsoft Office, Adobe products, G-Suite, QuickBooks, general computer skills, billing software(s), ArcGIS (desktop and or online), SCADA systems and basic concepts of SCADA/telemetry
- Ability to read and understand contracts/contract language
- Financial proficiency, particularly public finance laws and accounting principles
- Experience with the audit process for public entities
- The ability to work with a wide range of patrons/stakeholders/partners on complex and difficult issues while remaining professional
- Experience with or knowledge of electrical generation and PURPA (Public Utility Regulatory Policy Act)
- General knowledge of irrigation, irrigation systems, irrigation methods
- Knowledge of water rights in Oregon and water rights management
- Knowledge and understanding of irrigated agricultural practices, specifically of the crops grown in the Hood River Valley
- Knowledge of the history of the Hood River Basin, irrigation, and the Hood River Watershed Group
- Experience working with Tribal governments and Tribal programs
- Experience and proficiency with GIS

Required Education and Qualifications:

- High school diploma
 - Bachelor's degree in a field with relevance to the position
 - 5 years of progressive management experience
 - Must possess and maintain a valid Oregon driver's license and be able to operate vehicles and have a safe driving record.
- OR
- An equivalent combination of education, training, and experience sufficient to successfully perform the essential duties of the job

Desired Additional Experience, and Qualifications:

- Verbal and written proficiency in both English and Spanish languages
- Master's Degree in a field of study with relevance to the position

Essential Physical Abilities and Working Conditions:

This position requires a combination of office and fieldwork. Office work involves regular use of computers, prolonged sitting and standing, and frequent interruptions. Periodic travel to early morning, daytime and evening meetings, conferences, workshops and training sessions is necessary. Physically, the employee must be able to sit, stand, lift up to 50 lbs., and to walk moderate distances. Fieldwork often requires site visits on District and landowner properties throughout the Hood River Basin. This may require driving to these locations and walking over rough and uneven terrain, sometimes in inclement weather and carrying objects such as measuring tools and supplies. The employee must hear well enough to receive communication in person and by telephone.

Occasional overnight travel may be required. May occasionally require work in excess of 8 hours per day and over 40 hours per week.
