




ALLIANCE
RESOURCE CONSULTING LLC

**Laboratory & Environmental Services Manager
Monterey One Water
(Monterey, CA)**

Monterey One Water

Formed in 1972, Monterey One Water (M1W) is a public wastewater and water recycling agency that represents 10 cities/special districts in northern Monterey County. With the “one water approach” in mind, M1W views all water — drinking water, wastewater, stormwater, greywater, and more — as a resource that must be managed in a sustainable manner. The M1W team is full of environmental superheroes who are driven by the organization’s mission to turn the area’s wastewater into safe, resilient water solutions for the community and the environment.

Core Values	Strategic Goals
Accountability	Compliance: Meet all regulatory compliance
Integrity	Planning: Ensure financial stability and long-term planning
Respect	Resources: Optimize the effectiveness of all water resources
Transparency	Service: Provide exemplary customer service and outreach
Collaboration	Staffing: Attract, develop, and retain a skilled and motivated team

The Position

Reporting to the Assistant General Manager, the Laboratory and Environmental Services Manager oversees the operations and activities of the Agency’s Laboratory, Source Control, and Regulatory Compliance programs. In addition, this person provides technical expertise and assistance to the Board of Directors, Agency staff, and external member agencies. Essential job duties include:

- ▶ Develop and implement Department goals and objectives; recommend, within departmental policy, appropriate service and staffing levels; recommend and administer policies and procedures.
- ▶ Select, train, motivate, and direct department personnel; establish employee performance standards and expectations; evaluate and review work for acceptability and conformance with department standards, including program and project priorities; monitor performance and prepare performance evaluations; work with employees to ensure performance meets expectations; implement discipline through termination procedures if warranted; respond to staff questions and concerns.
- ▶ Recommend and administer policies, procedure guidelines, design standards, and standard plans and specifications while ensuring that operation and maintenance, financial, regulatory, and legal requirements are met.
- ▶ Collaborate with Operations to ensure successful permit monitoring, compliance and reporting activities related to NPDES, WDR, COP, MBARD, CERS, etc.
- ▶ Review and interpret both special and standard laboratory analysis on all wastewater treatment and plant processes through advanced water treatment, recycled water quality, pathogen food safety testing, industrial waste discharge compliance and special studies.
- ▶ Manage Laboratory Quality Assurance/Quality Control program, ranging from sampling procedures through report submittal.
- ▶ Manage and ensure ELAP Certification #1195 and serve as the Agency’s ELAP Technical Manager with the State Water Resources Control Board (SWRCB).
- ▶ Oversee the Agency’s Pretreatment/Source Control program including the conduct of inspections and monitoring of industrial, commercial, and residential discharges, activation of the Agency’s enforcement and response plan, issuance of notices of violations, preparation of cease-and-desist orders as necessary and conduct of hearings.
- ▶ Evaluate trends and predict outcomes from the interpretation of laboratory analysis.
- ▶ Make recommendations from the interpretation of laboratory analysis on plant process control changes, and industrial and commercial user discharge fees.
- ▶ Collaborate with operations to implement studies, programs, and tests to improve process performance, operating cost reduction, and to improve overall water quality.
- ▶ Evaluate the effectiveness of regulatory compliance programs and develop and implement new programs as mandated by legislation and/or policy.
- ▶ Monitor and analyze pending legislation and proposed regulations impacting environmental compliance issues and report on their impact to the appropriate parties. This may include but is not limited to the Clean Water, Safe Drinking Water, Clean Air Acts and federal and state EPA regulations.

- ▶ Oversee the Industrial Wastewater Discharge Permit and Liquid Waste Permitting Programs.
- ▶ Manage the illicit discharge elimination program, storm water inspections, and enforcement services for the cities contracted with the M1W Program to perform these functions.
- ▶ Oversee the development and implementation of the annual Priority Pollutant Sampling Program and the generation, review, and submittal of the Annual Pre-Treatment Report.
- ▶ Prepare and submit various reports, statements, and projections; share information with Agency management, Board of Directors, employees, and other government agencies.
- ▶ Manage and participate in the development and administration of the department's annual budget; direct the forecast of additional funds needed for staffing, equipment, materials, and supplies; direct the monitoring of and approves expenditures; direct and implement adjustments, as necessary.
- ▶ Approve acquisition of equipment and chemicals related to sampling and analyses.
- ▶ Respond to complex and difficult complaints and/or information requests from citizens, other agencies, Agency employees, and officials.
- ▶ Serve as Agency representative on various outside committees and groups including those discussing technical and policy matters.
- ▶ Perform other job-related duties as assigned.

The successful candidate will have the opportunity to:

- ▶ Champion the Laboratory through a successful TNI certification process.
- ▶ Optimize resources to increase in-house analysis, thereby reducing the need for outside lab testing
- ▶ Build a cohesive, well-rounded team where all members are contributing to the department's success

The Ideal Candidate

The ideal candidate is an individual who is positive, professional, and productive. They have outstanding leadership and communication skills, and their collaborative approach to sharing information ensures that other M1W departments, contract cities, local businesses, and the community-at-large understand and comply with the environmental standards that underpin a healthy local ecosystem.

The best-qualified candidate thoroughly understands source control and appreciates the responsibility that the Laboratory and Environmental Services team has in supporting M1W's Operations team.

The selected candidate will lead with support, consistency, and fairness. They will establish clear expectations, be available to others as needed, and tackle difficult situations promptly and diplomatically to solidify team cohesion. Above all, they will enjoy working for a small, innovative organization that is focused on compliance, continuous improvement, while providing excellent customer service.

Qualifying Education and Experience

Any combination of training and experience which would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be: Equivalent to a bachelor's degree from an accredited college or university in chemistry, biology, microbiology, environmental engineering, biochemistry, or a closely related field AND seven (7) years of progressively responsible laboratory experience performing technical analysis work, INCLUDING a minimum of five (5) years of supervisory and administrative experience.

Desirable Qualifications: Master's degree and 3+ years of experience with a water/wastewater utility. Possession of a Grade IV Laboratory Analyst issued by California Water Environment Association.

Licenses and Certificates:

- ▶ Persons employed in this classification are required to participate in M1W provided training to acquire basic First Aid and Cardiopulmonary Resuscitation (CPR) certificates during the initial 12 months of employment and continued maintenance of valid certificates as a condition of employment.
- ▶ Possession of a valid California Motor Vehicle Driver's license and the ability to be insurable with the Agency's insurance at the standard rate will be required at time of appointment and must be maintained throughout employment.

Compensation & Benefits

Monterey One Water is an equal opportunity employer committed to diversity in its hiring practices and the workplace. M1W's employees are a diverse group of professionals who enjoy a fast-paced work environment, competitive salaries and benefits, and advancement opportunities.

Salary: \$133,577 - \$170,476 DOQ. Salary is complemented by an attractive and comprehensive benefits package. Medical, dental, and vision are provided at no cost to the employee for single coverage, with substantially subsidized amounts for dependents.

Retirement: M1W employees are members of the California Public Employee Retirement Systems (CalPERS). The formula for "Classic" employees is 2% @ 55 and for "new" employees is 2% @ 62. Employees pay the full portion of the employee share of contributions to the plan, plus a portion of the employer's contribution. M1W does not participate in Social Security. A voluntary 457 Deferred Compensation plan is also available.

Time Away from Work: M1W offers generous leave benefits, 80 hours of vacation (increases with length of time), 96 hours of sick leave, 13 paid holidays, and one floating holiday per fiscal year. In addition, managers receive 56 hours of administrative leave annually.

Additional Benefits: Life Insurance, Accidental Death and Disability (AD&D) Insurance, and Short-Term Disability and Long-Term Disability Insurance are provided at no cost to employee. Moving allowance (if moving from outside of Monterey County), health savings through a Flexible Spending Account, guidance and support through an Employee Assistance Program, education reimbursement, onsite gyms, and a cell phone stipend.

How to Apply

Apply on-line at www.alliancerc.com by **December 18, 2023**. Interviews will be scheduled in January 2024. For questions and inquiries, please contact:

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About the Area

With the longest coastline of any California county and a mild, Mediterranean climate, Monterey County offers residents ideal living conditions. Its unique combination of small-town community charm, modern urban conveniences, diverse cultures and experiences, abundance of local seafood and produce, and beautiful natural scenery offers something for everyone!

