

Deputy Executive Director and Chief Engineer

The Upper Colorado River Commission (UCRC) seeks a Deputy Executive Director and Chief Engineer for its Salt Lake City, UT office. The UCRC is an interstate water administrative agency established by action of five state legislatures and Congress with the enactment of the 1948 Upper Colorado River Basin Compact. The Commission's role is to ensure the appropriate allocation of water from the Colorado River to the Upper Division States of Wyoming, Colorado, Utah and New Mexico and to ensure water is released in accordance with the 1922 Colorado River Compact to the Lower Division States of Nevada, Arizona and California and to the Republic of Mexico. The Commission is comprised of one representative appointed by the Governor of each Upper Division State and one member appointed by the President to represent the United States.

Description of Job Duties:

Under the general supervision of the Executive Director, this position is responsible for providing technical review, input and analysis regarding Colorado River System operations, policy development and all matters pertinent to the authorities, function and mission of the UCRC. This position shall provide supervision of administrative staff, staff engineers, contracted technical professionals, student interns and other personnel as required by the Executive Director. This position will assist in budget preparation and management, and will have responsibility for operation of the Commission pension fund (401K Plan) as well as serving as the Assistant Treasurer for the Commission. This position will also have responsibility for management of the Commission water resources data base, preparation of the annual report, consumptive use accounting and administering contracts. At the direction of the Executive Director, this position will represent the Commission in meetings and on various technical and policy work groups, and will routinely interact with senior management from Reclamation, the Upper and Lower Division States, stakeholders and others.

Examples of Work Expected and Performed:

1. Preparation of written reports and correspondence pertaining to the technical responsibilities of the Commission.
2. Preparation and delivery of oral presentations in a variety of public settings and meetings.
3. Review and written analysis of complex technical and policy reports.
4. Review and approval of Commission checks and disbursements.
5. Administration and monitoring of pension contributions, including regular contact with investment companies, to initiate employee pension contributions.
6. Preparation and oversight of the annual report of Commission activities and Colorado River System status in accordance with the Commission By-Laws.
7. Maintenance and organization of Commission technical library, including electronic files.
8. Maintenance of and updates to Commission water resources data library by obtaining and inputting relevant data and generating desired reports.

Minimum Qualifications:

1. Graduation from a fully-accredited university with a bachelor's degree in engineering, hydrology, or a related discipline.
2. Five (5) years of experience as a practicing engineer, hydrologist or in a related discipline. .
3. Ability to communicate effectively verbally and in writing.
4. Ability to analyze complex water resources issues and communicate effectively about them.
5. Ability to respect and get along with all people.
6. Ability to organize, track and manage work with minimal supervision.
7. Ability to apply principals of engineering to solve problems.

Preferred Qualifications:

1. Graduation from a fully-accredited university with a master's degree in engineering, hydrology or a related discipline with an emphasis on water and water resources management.
2. Ten (10) years of experience as a practicing engineer, hydrologist or in a related discipline with at least five (5) years in a supervisory position.
3. Registration as a professional engineer.
4. Experience working on Colorado River Basin issues.

The position is full-time and located in Salt Lake City, Utah. Some travel is required.

The salary range is between \$85,000 and \$94,000, dependent upon qualifications and experience. The UCRC provides a competitive benefits package.

To apply, please submit a cover letter and detailed resume no later than February 15, 2019, to Amy Haas, Upper Colorado River Commission Executive Director, at:

Upper Colorado River Commission, 355 South, 400 East, Salt Lake City, Utah 84111,

Or, via email: ahaas@ucrcommission.com

The UCRC is an Equal Opportunity Employer