

# GENERAL MANAGER

The **Alderwood Water & Wastewater District (AWWD)** is accepting applications for General Manager. This is the Chief Executive Officer position responsible for carrying out the Board of Commissioners policies, directing District operations, controlling District expenditures, and overseeing all programs and activities of the District.

The District was incorporated in 1931 and is governed under Title 57 of the Revised Code of Washington (RCW). AWWD is a regional organization that sells water wholesale and/or retail to a service area of 60 square miles and serves a population of approximately 158,000 in south Snohomish County, Washington. AWWD purchases water from the City of Everett which comes from the Spada Lake Reservoir. The District also owns its own treatment plant which is currently being upgraded to a membrane bioreactor (MBR) facility along with many other projects in the six year, \$150+ million capital improvement program.

South Snohomish County is located in western Washington State and is the home of many suburban communities south of the City of Everett and north of the City of Seattle. District boundaries are just south of Paine Field and the Boeing Everett Factory, as well as Naval Station Everett, both of which employ thousands of area residents. Snohomish County has been one of the fastest growing counties in the country over the past ten years.

The District is seeking a General Manager who is a strong, dynamic, highly credible, unifying leader with demonstrated abilities in facilitating and implementing a clear vision and strategy. The General Manager should speak and write with impact, efficiently explaining direction and ideas with conviction in all settings including formal presentations, one-on-one, small and large meetings. The ideal candidate will have a full complement of management skills including a comprehensive understanding of budgeting, customer service, planning, talent management, change management and public relations. The General Manager will articulate a vision that is aligned with the strategy and direction of the District, all the while clarifying others' involvement, inspiring a sense of ownership, creating a culture of high performance and recognizing the efforts of others.

The District has 115 employees throughout its five departments. The General Manager supervises five Department Heads in the areas of Maintenance & Operations, Finance, Administrative Services, Capital Projects, and Development Engineering Services. AWWD has an annual budget of \$60+ million.

Qualification requirements are any combination of training and experience that provides the requisite knowledge and abilities necessary to perform the essential functions of the position. A typical way to obtain these would be a bachelor or masters (preferred) degree from an accredited university or college with a major in Business Administration, Public Administration, Engineering, Construction Management or related field. Ten years of increasingly responsible and broad experience in administration, management, or engineering in a private or public (preferred) agency, with a preference for experience in water or wastewater management fields. Background should include experience working with elected board, city council, or similar body, and responsibility for planning, development and implementation of programs, budgets, and operations.

Starting yearly salary range is **\$125,000 - \$170,000 per year, dependent upon experience**. The District offers a very competitive and comprehensive benefits package that includes medical, dental, group term life insurance, long-term and short-term disability coverage, State of Washington PERS 401(a) retirement plan participation, deferred compensation IRC Section 457 plan participation, and participation in a HRA VEBA program to save for current and/or future health-related expenses.

An application, full announcement, and job description are available at [www.awwd.com](http://www.awwd.com) or by picking up an application packet at the address that follows. Your completed application, cover letter, supplemental questionnaire, and résumé must be returned by mail or personal delivery to: **AWWD Attn: HR, 3626 156<sup>th</sup> Street SW, Lynnwood, WA 98087 by 5:00 p.m., Friday, November 4, 2011**, or by fax: 425-742-4562, to be considered during the first review of applicants. E-mailed applications will not be accepted.

This recruitment will remain open and applications will continue to be accepted until the position is filled. For questions or other information please contact **Mathew Pruitt, Human Resources Administrator, at (425) 743-4605 Ext. 7923**. Prior to employment, a criminal history background check and reference checks will be conducted on the top candidates. The District is an Equal Opportunity Employer and maintains policies for a drug-free and smoke-free work environment.