



Water Resource Administrator

DEPARTMENT: General Manager

SUPERVISED BY: General Manager

DEFINITION/ PURPOSE:

Under supervision and direction of the General Manager, the Water Resource Administrator will be responsible for developing and carrying out provisions of the Fort McDowell Yavapai Nation (FMYN) water resource management program and water related projects. Emphasis will be on provisions of the Fort McDowell Indian Community Water Rights Settlement Act of 1990 (Water Rights Settlement Act) and FMYN Water Resources Plan, and interaction and coordination with the FMYN Tribal Council, Water Committee, departments and enterprises will be expected.

ESSENTIAL FUNCTIONS:

Essential functions include those skills, knowledge, and tasks necessary to carry out the purpose of the position. It is not an exhaustive list of all skills, knowledge, and tasks necessary. Employee will be responsible for other duties, as assigned.

TASKS:

- Responsible for developing (or assisting in the development) of the FMYN Water Resources Plan and subsequent revisions.
- Responsible for formulating strategies necessary to implement provisions of the FMYN Water Resources Plan.
- Responsible for ensuring compliance with provisions of the Fort McDowell Indian Community Water Rights Settlement Act and any subsequent revisions. This includes volumetric use limits, place of use limits, and monthly and annual reporting provisions.
- Responsible for identifying and coordinating annual water use on the FMYN, including enterprises, to insure consistency with the Water Rights Settlement Act and FMYN Water Resources Plan.
- Responsible for the development/evaluation of on reservation and off reservation water agreements, and other agreements that include water, to insure consistency with the Water Rights Settlement Act and the FMYN Water Resources Plan.
- Responsible for water use monitoring throughout the FMYN. Agricultural, enterprise, and domestic water use will be monitored, recorded, and submitted to Salt River Project on a monthly and annual basis. Annual water use will be submitted to FMYN Office of General Counsel for submittal to the water settlement court.
- Coordinate task assignments with FMYN Tribal Council, Water Committee, related departments and enterprises..
- Represent FMYN with key tribal, state and federal water management agencies, including Arizona Department of Water Resources, Bureau of Reclamation, Central Arizona Water Conservation District, Central Arizona Groundwater Replenishment District, Arizona Water Banking Authority, Salt River Project, Arizona Municipal Water Users Association, Bureau of Indian Affairs, Environmental Protection Agency, and Indian Health Service.

- Responsible for, or assisting in the development of, a water forecast model for the current and future water uses within the confines of the FMYN.
- Identify and apply for grant funding opportunities for the water management programs, including staff funding.

KNOWLEDGE/SKILLS/ABILITIES:

Must possess knowledge, skills, and abilities in the following areas;

- Research methodologies, analysis and interpretation techniques.
- Water supply and demand modeling.
- Data base development and maintenance.
- Operation of standard office equipment including computers and job-related software.
- Procedures, objectives, and standard practices of water resource management in desert environments.
- Planning, organization and prioritization methods.
- Preparing and presenting written and oral reports. Strong writing skills are needed.
- Operation of motor vehicle.
- Communication and cooperation capabilities.

MINIMUM REQUIREMENTS/EDUCATION:

- 1) Bachelor's degree from a U.S. accredited university or college in water resource management, natural resource management, environmental resources, engineering, planning, hydrology, geology, or related field and eight (8) years of work experience in one of these areas; OR Master's degree from a U.S. accredited university or college in water resource management, natural resource management, environmental resources, engineering, planning, hydrology, geology, or related field and four (4) years of work experience in one of these areas;
- 2) A valid Arizona driver's license and ability to meet FMYN insurance standards; AND
- 3) Ability and willingness to conduct field work under harsh weather conditions and during off-hours.

PAYRATE: \$70,000.00 to \$85,000.00per annum

POSITION STATUS: Regular, Full-Time

OPEN DATE: January 16, 2019

CLOSE DATE: January 31, 2019

SUBMIT RESUME/APPLICATION TO:

Fort McDowell Yavapai Nation
 Human Resources Dept.
 Attn: Recruiter
 P O Box 17779
 Fountain Hills, AZ 85269
 Phone: 480-816-7138
 Fax: 480-816-0419
 Email: recruiter@ftmcdowell.org

INDIAN PREFERENCE:

Preference will be given to qualified applicants who are members of federally recognized Indian tribes. To be considered for Native American Preference, you must submit your Certificate of Indian Blood (CIB) with your application.

BACKGROUND CHECK AND DRUG/ALCOHOL TEST REQUIREMENTS:

All offers of employment will be contingent upon successful completion of reference checks, education verification (including credentials, licenses and degrees), pre-employment drug screening and background check, which may require fingerprinting.

**WILL REQUIRED TO PASS A PRE-EMPLOYEMENT DRUG SCREEN
AND COMPLETE A BACKGROUND CHECK
WHICH WILL REQUIRE FINGERPRINTING**