



**DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES  
DIVISION OF WATER RESOURCES**

901 South Stewart Street, Suite 2002

Carson City, Nevada 89701-5250

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<http://water.nv.gov>

**WATER PLANNING AND DROUGHT RESILIENCY  
SECTION MANAGER**

**Unclassified Open and Competitive**

This is an open competitive recruitment, open to all qualified applicants. This position is appointed by and serves at the pleasure of the State Engineer.

**Position**

Under direction of the State Engineer and Deputy Administrator, the Planning Section Manager assists the Division of Water Resources in performing duties described under NRS Chapter 540. The overall planning efforts of the Division of Water Resources involve water resource planning, conservation, protection, and management for the State of Nevada. This position provides supervision and technical direction to support staff, including staff of the State Floodplain Management Program, and acts as a Division liaison with other divisions within the Department of Conservation and Natural Resources, as well as public and private entities, regarding state-wide water planning and drought resiliency issues.

**Duty Station**

Carson City, Nevada

**Description**

The incumbent is responsible for the management, development and supervision of the newly established Water Planning and Drought Resiliency section with the Division of Water Resources. Representative duties include:

- Planning, organizing and assigning work, while providing direction on technical, administrative and policy related assignments.
- Reviewing and evaluating technical work for accuracy, and ensuring conformance with established policies and procedures.
- Identifying training needs, appraising individual performance, and providing guidance.

- Coordinating the development of Division reports, including the State Water Plan, State Drought Plan, and Water Use Inventories.
- Directing the review of, and response to, Water Conservation Plans prepared by counties and municipalities.
- Supervising the management of the Nevada Floodplain Management Program.
- Managing the State of Nevada obligations for implementation of the Truckee River Operating Agreement.
- Performing other duties as assigned.

### **Preferred Qualifications**

Candidates must possess a combination of education and experience equivalent to a master's degree in planning, water resource management, engineering, environmental management, environmental planning, environmental science, geoscience, geography, or closely related field, AND three years of work experience which involved the planning, development, and/or management of a natural resource program, including the establishment of project goals and objectives, administering project budgets, community and local government outreach, and directing and supervising staff, OR an equivalent combination of education and experience.

#### *Core Competencies (Knowledge, Skills and Abilities):*

- Nevada and federal laws, rules, regulations and policies relative to water conservation, water planning, water resources, other natural resources, statewide water use, flood insurance and floodplain management practices.
- Reading and interpreting a variety of maps, including United States Geological Survey topographic maps, floodplain maps, state and county road maps, and county plat books.
- Personnel management, principles and practices in the hiring, training, and evaluation of staff.
- Land use planning; financial analysis and budget administration.
- Principles of hydrology, water conservation and water reuse as they relate to planning and drought resiliency.
- Contract administration, including cost estimating, laws, and ethics.
- Financial analysis and budget administration.
- Ability to direct and manage a variety of Division activities concerning water planning.
- Ability to develop community outreach programs and reconcile differences between the Division and other public agencies or local communities.
- Ability to develop recommendations for the State Engineer regarding long-range planning for the State's water resources and drought resiliency.
- Ability to analyze complex water planning issues and accurately assess probable consequences of proposed actions by the Division.

This position requires mobility to work in a typical office setting and use standard office equipment; working knowledge of Microsoft Word, Excel and Outlook; typing and independent document production. Additionally, this position requires travel. Qualified candidates will need to have a valid driver's license at the time of appointment.

### **Approximate Gross Salary**

The salary range is:

Employee/Employer Paid: \$76,170.24 to \$115,090.56  
Employer Paid: \$66,461.04 to \$100,411.92

The state benefits package includes a retirement system; paid health, vision, dental, life and disability insurance; 11 paid holidays; and paid sick and annual leave. Other employee paid benefits such as deferred compensation plans are available.

### **To Apply**

In your cover letter please indicate how you heard of this position.

Submit resumes no later than 5:00 p.m. on October 10, 2019 via U.S. Mail or email to:

**Division of Water Resources**  
**Attn: Ally Aragon**  
**901 S. Stewart Street**  
**Carson City, NV 89704**  
**Email: [aaragon@water.nv.gov](mailto:aaragon@water.nv.gov)**

*The State of Nevada is an Equal Opportunity Employer*