Employment Opportunity
SCOTT VALLEY AND SHASTA VALLEY WATERMASTER DISTRICT

Position: Intermittent Deputy Watermaster

The Intermittent Deputy Watermaster is currently a seasonal/part-time position. The selected candidate is hired by the Board of Directors and reports to the Executive Director or a senior Deputy. Candidates must have a reliable vehicle for off-road locations and will be reimbursed mileage at the federal rate (currently 58 cents per mile).

Delegated Authority

The Board of Directors delegate authority, by resolution, to specific staff positions to ensure operations and programs are executed efficiently and accurately.

Deputy Watermasters are authorized to:

▪ Uphold the decrees and diversions of water serving the adjudicated lands specified in the Orders Creating/Changing Watermaster Service Areas.
▪ Enforce Water Code Section 4100-4104 and when necessary initiate actions as described in Water Code §§ 4150-4153 and 4175-4178.
▪ Exercise professional judgment and refer to District policies, procedures and guidelines when adjusting water diversions and identifying potential conflicts or harm to others.
▪ Collect additional water right information or agreements when they effect flow at a point of diversion controlled by the District.
▪ Collect diversion measurement/monitoring data for District customers.

Coordination

Authorize the Executive Director, Professional Engineer and Deputy Watermaster to coordinate for the purpose of developing Standard Operating Procedures, ongoing performance evaluations, training, quality control and to submit drafts of appropriate material to the Board for approval.

Qualifications/Preferences

▪ A bachelor’s degree in any related field (preferred), or three years Water Measurement Technician experience with the proven abilities of a Deputy Watermaster.
▪ Ability to read, comprehend, and apply the Decrees and recorded Agreements that define water rights within the District’s service areas.
▪ Experience in working effectively with committees, Boards, and customers to resolve disputes, develop reports, and convey technical information.
▪ Experience collecting hydrologic data (preferred).
▪ Excellent mathematical skills.
▪ The ability to develop and prepare effective and comprehensive correspondence, reports and other written material.
▪ Ability to traverse rugged terrain and work around fast and deep flowing water.

Posted February 14, 2020

No closing date, position to remain open until filled with a qualified individual.
- A valid CA Driver’s license and proof of automobile insurance (to be provided if selected).
- Primary residence is within District boundaries, and is willing to work flexible hours from a home office.

**Responsibilities**
The District will provide training during a probationary period. After the probationary period it is expected the selected candidate is able to complete the following:

- Measure, obtain, or calculate flows in streams and diversions to determine the available water supply for each stream system.
- Use log books to record daily activities, all communications, stream and diversion flows, all adjustments/activities and results.
- Complete time recording and administrative documents to support program purchases, contracts, travel, and meetings – documentation should be of such clarity and completeness that it provides the program with defensible information in an audit.
- With training and direction by the Deputy Watermaster, proportion diversion volumes according to actual stream flows per court decree schedules
  - Distribute flows through structures, ditches, and gates.
  - Construct, maintain and adjust diversion structures for accuracy of flow measurements.

Employees passing the probationary period of 120 days will be trained to enforce the decreed points of diversion for customers in our Court-ordered Watermaster Service program. Enforcement means that the Deputy Watermaster will work to ensure the volume of water diverted by water right holders is regulated by priority against other parties specified in the decrees\(^1\). Enforcement is typically needed when the supply of water is less than the amount needed to fulfill all rights.

**Hourly Rate and Compensation Schedule**

<table>
<thead>
<tr>
<th>120 day Probation</th>
<th>Day 121 up to 24 months</th>
<th>24 months</th>
<th>36 months</th>
<th>48 months</th>
<th>60 months</th>
<th>72 months and over</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>$24</td>
<td>$27</td>
<td>$28</td>
<td>$29</td>
<td>$30</td>
</tr>
</tbody>
</table>

The Intermittent Deputy Watermaster is currently funded as a seasonal part-time position (approx. $10,000 per fiscal year, including mileage reimbursement).

More information about our District can be found on our website [sswatermaster.org](http://sswatermaster.org)

**How to Apply**
Send résumé and 3 reference letters (at least 1 from a previous employer) to our Business Manager at:

Email: manager@sswatermaster.org  
US Mail: SSWD Business Manager  
PO Box 1441  
Yreka, CA 96097

---

\(^1\) 7035 Shasta River; 14478 French/Miner; 24482 Willow Creek; 30662 Scott River

*Posted February 14, 2020

No closing date, position to remain open until filled with a qualified individual.*