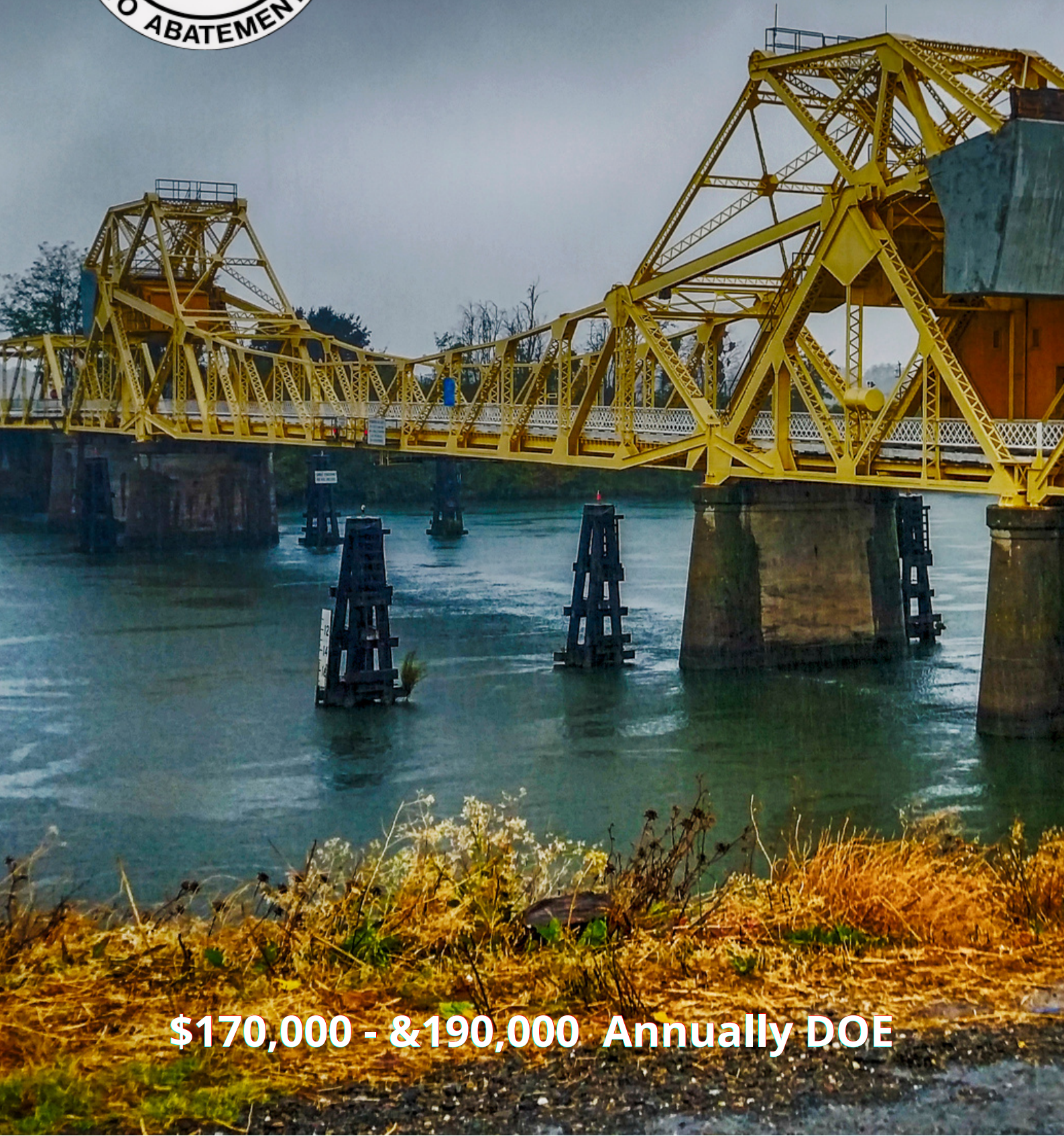


Now accepting applications for



# DISTRICT MANAGER



**\$170,000 - &190,000 Annually DOE**





## THE POSITION

Are you experienced in managing a local government department or operation? Are you passionate about the health and safety of the public through pest management? Does the thought of leading an organization through team building excite you? If so, the Solano County Mosquito Abatement District (SCMAD) is looking for their next District Manager to join the team!

The District Manager provides overall direction and manages the day to day to operations and activities of the Solano County Mosquito Abatement District, reporting directly to the Board of Trustees.

The District Manager acts as executive officer of the District and advisor to the Board of Trustees. The District Manager plans, organizes, and directs the operations of the District; represents the District and Board of Trustees in its relations with the community, media, and other agencies; carries out a wide variety of complex managerial functions. The District Manager oversees a program requiring technical knowledge of the biology and ecology of vectors and the methods by which they can be controlled.

## THE IDEAL CANDIDATE WILL

- Be a hands-on working leader who is driven with a strong commitment to timely service delivery, accountability, integrity, and transparency
- Excel at planning, supervising, and directing the programs, projects, and operational activities of the district.
- Experience with municipal budgetary planning, administration, municipal financial management, personnel management, contract management, and resources planning of organizational resources.
- Be a team-oriented, compassionate leader committed to employee empowerment, problem solving, and customer service
- Demonstrated experience with governmental organization governance, Brown Act, and intergovernmental relations
- Have an understanding of entomology, agriculture, and other scientific technical fields contributing to the development of effective vector control programs
- Communicate with others in a clear, courteous, and professional manner both orally and in written form
- Interact tactfully, effectively, courteously, and establish and maintain effective working relationships with City officials, State officials, District employees, officials of other government jurisdictions, and the general public
- Have working knowledge of applicable software and office methods, procedures, and equipment including the Microsoft programs (Excel, Word, and Outlook)



## COMPETENCIES

**Adaptability and Flexibility** – Responds effectively to multiple demands, ambiguity, shifting of priorities, emerging situations, and rapid change.

**Analytical Thinking** – Identifies and defines problems, extracts key information from data and develops workable solutions for the problems identified.

**Collaboration** - Fosters staff and stakeholder communication and dialogue; identifies opportunities to building consensus for options, decisions, and outcomes

**Communication** - Exchanges information with constituents using oral, written, and interpersonal communication skills

**Initiative** – Identifies and takes action to address problems and opportunities.

**Interpersonal Relations and Skills** – Builds and maintains positive and constructive internal and external relationships

**Judgment/Decision Making** - Makes decisions based on careful thought, taking agency goals and objectives into account as well as input from others

**Leadership** – Inspires others toward a common vision and fosters trust and ethics.

**Professional and Technical Expertise** - Applies technical subject matter to the job.

**Problem Solving** – Sees and is able to define problems and implement solutions

**Results Orientation and Execution** - Anticipates and identifies overriding organizational factors which influence or constrain direction, decision-making, and organizational priorities

**Safety and Risk Management** - Takes action to evaluate and minimize risks and maximize safety for the agency and its employees

**Time Management and Organization** – Manages and prioritizes both everyday responsibilities and high-level, longer-term objectives.

## QUALIFICATIONS

Any combination of experience and education that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required knowledge, skills, and abilities would be:

**Experience:** Minimum 5 (five) years of experience in vector control field or related field, and two (2) or more years of responsible supervisory work.

**Education:** College level college course work in business, entomology, biology, or agriculture. Considerable experience in vector control or related field may be in lieu of education requirements. A Bachelor's is desirable.

**Certification:** Possession of valid certificates from the California Department of Public Health's certified technician in Mosquito and Vector Control categories A, B, C, and D, or must obtain within 12 months of employment and must be maintained throughout employment for this position.

# THE ORGANIZATION

The Solano County Mosquito Abatement District (SCMAD) is a special district founded in 1930 in order to control the pestiferous Aedes mosquitoes that were being produced in the 184 square mile Suisun Marsh. It was formed according to guidelines set forth by the Mosquito Abatement Act of 1915 and the California Health and Safety Code.

Currently, the SCMAD covers 909 square miles. Within this area SCMAD contends with an extremely diverse range of aquatic habitats and temperature regimes. There are 24 species of mosquitoes known to be found within the SCMAD boundaries; 15 of which are important either as disease vectors (i.e., capable of transmitting disease) or pests.

The function of the SCMAD is to control all mosquitoes that may bring disease or harassment to humans and domestic animals. At the SCMAD, we accomplish this by evaluating and selecting the most effective and economical management techniques that result in the least possible damage to non-target organisms or to the environment.

The SCMAD deploys a variety of preventive management techniques to control mosquitoes, including natural, physical, and chemical control measures. We also emphasize preventive measures, principally natural and physical control methods; however, chemical control is also integrated with other measures when necessary. The SCMAD has 10 full time employees consisting of the General Manager, Biologist, Supervisor, Administrative Assistant, and 6 Control Technicians.

## SALARY AND BENEFITS

The starting salary will be commensurate with the experience, qualifications, and skills of the successful candidate within the salary range of \$170,000 to \$190,000 annually.

The District offers an attractive benefits package including:

- Health Insurance (Plan options through CalPERS. (District pays 75% of the Kaiser rate.)
- Dental - 100% District paid
- Retirement: Participates in CalPERS: Tier 1 (Classic) 2%@55 or Tier 2 (PEPRA) 2%@62
- Vacation – Starts at 80 hours for 1 – 3 years. Accrual increases to a maximum of 200 hours after 20 years of service.
- Holidays – 12 days annually
- Sick Leave – Accrual of 96 hours annually
- Deferred Compensation Plan available for employee contributions
- Auto Allowance



# SELECTION PROCESS



DEADLINE TO APPLY: September 24, 2023, at 11:59 PM PST.

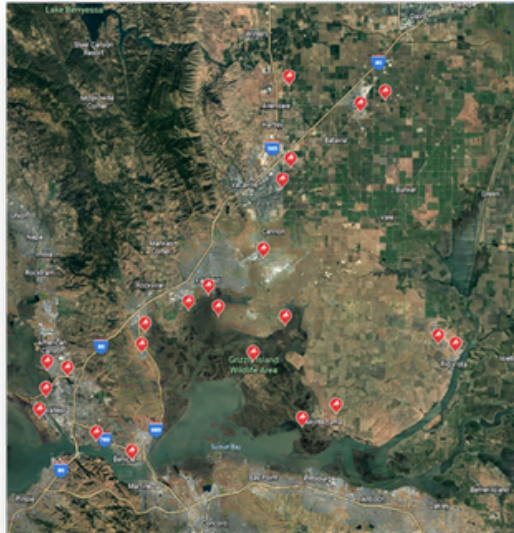
Apply at: <https://bit.ly/DM-SCMAD>

Interested candidates should submit a cover letter and a focused resume detailing their recent (within the past 10 years) experience and demonstrated career accomplishments relevant to this position along with their application and supplemental questionnaire. All application materials must be submitted through the online system.

Each candidate's background will be evaluated based on information submitted at the time of application, and qualified candidates will participate in a preliminary remote screening interview to occur during the end of September.

The most qualified candidates from the remote interview will be submitted for consideration to the hiring committee. Hiring Committee interviews are tentatively scheduled for mid-October. Closed Session hiring interviews with the Board of Trustees are tentatively scheduled for the week of November 5, 2023.

Neither Regional Government Services nor the SCMAD are responsible for the failure of internet forms or email transmission in submitting your application. Candidates who may require special assistance in any phase of the application or selection process should advise us by emailing [krandolphpollard@rgs.ca.gov](mailto:krandolphpollard@rgs.ca.gov).



Recruitment services provided by  
Regional Government Services  
Contact: Kay Randolph-Pollard  
[krandolphpollard@rgs.ca.gov](mailto:krandolphpollard@rgs.ca.gov) 650.587.7314