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# WATER RESRCES SPCT III (Drought & Conservation Program)(Job Id 49067)

**Post Date:** 08/09/2019

**Grade:** 20

**Category:** WATER / ENVIRONMENT

**Salary:** 42,079.00-65,827.00

**Location:** PHOENIX

## Description

### **Water Resources Specialist III** Drought & Conservation Program Statewide AMA

The Arizona Department of Water Resources (ADWR) is the steward of Arizona's water future and ensures long-term, reliable water supplies to support the continued economic prosperity of the State. ADWR is continually protecting Arizona's water supplies for its next century. ADWR is seeking a Water Resources Specialist III to join the Statewide AMA Section.

This position is responsible for coordinating ADWR Drought and Conservation Programs-

The **Drought Program** involves drought preparedness activities through monitoring, state agency coordination and facilitation of local-level planning. Responsibilities include:

- Produce the monthly drought status summaries and the Arizona Drought Preparedness Annual Report by collaborating with climate and water experts from multiple agencies.
- Prepare, edit and distribute drought materials and updates to the public and online.
- Coordinate quarterly meetings of the State Drought Monitoring Technical Committee, bringing climate and water experts together to address drought conditions and impacts around the state.
- Coordinate biannual meetings of the State Drought Interagency Coordinating Group. Write and distribute meetings summaries, post updates to the website, and provide Group's drought recommendations to the Governor's Office.
- Present on drought conditions and activities in Arizona to professional organizations, communities and schools

The **Conservation Program** involves assisting individuals and organizations with water conservation solutions through dissemination of conservation information, resources and materials. Responsibilities include:

- Develop and procure conservation materials and provide conservation resources to the public.
- Present on a wide array of water conservation topics to professional organizations, communities

and schools.

- Participate in conservation events and outreach opportunities.
- Participate and represent ADWR in different water conservation committees and meetings.

This position is located within the Statewide Active Management Area (AMA) Section. Additional responsibilities pertaining to drought, conservation, AMA and any other related efforts will be assigned as needed.

First resume review will be on Monday, August 26, 2019. Please include a cover letter along with your resume at the time of application. The cover letter should concisely highlight experience, knowledge, skills, and abilities as they relate to this position.

**Knowledge of:**

- The ecological, hydrologic and socio-economic aspects of water usage and water supply.
- Water management in Arizona, especially pertaining to drought and water conservation.
- ADWR policies, procedures, as well as state statutes and rules, particularly those governing the Drought and Conservation programs and the Groundwater Management Code.
- Drought conditions, impacts and mitigation efforts.
- Current concepts and practices in water conservation.

**Skills in:**

- Technical report writing and editing- a must.
- Principles of effective written communication, including strong editing skills.
- Strong customer service skills.
- Working well within a team environment, including establishing and maintaining effective working relationships within ADWR, other governmental entities, private and public sectors.
- Analyzing and interpreting water resource management and scientific information.
- Excellent interpersonal, written and verbal communication.
- Researching, reading, analyzing and evaluating documents.
- Using Excel, Access and other software to organize, analyze and interpret water resource management data.
- Applying a multi-disciplinary approach to resolve complex, sensitive, and/or visible water resource management issues.
- Organizing and performing detail-oriented tasks.
- Preparing timely reports/recommendations involving water resources issues of highly complex, sensitive and visible nature.

**Ability to:**

- Present complex technical and regulatory information in a concise and easy to understand format both in writing and verbally- a must.
- Analyze a situation, identify the problem area(s), propose solutions and assist in the implementation of those solutions.
- Independently gather appropriate information from documents or through content knowledge experts to support the decision-making process.
- Review and understand a variety of legal, regulatory, and technical documents related to water resources, drought and conservation.
- Communicate effectively with the public, individuals and groups.
- Establish and maintain productive relationships with various levels of governmental and regulated business officials.

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- Coordinate projects and programs with ADWR staff, other governmental agencies, and the regulated public.
- Work alone, work in a team environment, prioritize work activities, set goals, be self-motivated.
- Use computers to retrieve, organize, and present water resources management data.

This position requires possession of and ability to retain a current, valid state-issued driver's license appropriate to the assignment. Employees who drive on state business are subject to driver's license checks, must maintain acceptable driving records and must complete any driver training (See Arizona Administrative Code R2-10-207.12).

The State of Arizona provides an excellent comprehensive benefits package, including:

- Affordable medical, dental, life, and short-term disability insurance plans
- Top-ranked retirement and long-term disability plans
- Accrued paid vacation and sick days
- 10 paid holidays per year
- Deferred compensation plan
- Credit union membership
- Wellness plans
- LinkedIn Learning membership
- Tuition Reimbursement
- Employee Discounts

Positions in this classification participate in the Arizona State Retirement System (ASRS). Please note, enrollment eligibility will become effective after 27 weeks of employment.

All newly hired employees will be subject to E-Verify Employment Eligibility Verification