



## Senior Planner for Groundwater Sustainability

**Hours:** Full-time, Exempt

**Location:** Santa Cruz County, CA. *We are currently working in the office 2 days a week, 3 days remote if desired.*

**Reports to:** Tim Carson, Program Director for Regional Water Management Foundation (RWMF)

**Salary range:** \$115,000 - 135,000

**Benefits:** Medical, dental, flex and HSA plans depending on selected coverage, disability & life insurance (dependent coverage available, employee pays dependent premiums); options for Health Savings or Flexible Spending Accounts; retirement 401k + employer contributions; sick time; 2 weeks vacation + 3 personal days; 11 paid holidays including 1 floating and 1 birthday

**Application deadline:** June 12, 2022 (position will remain open until filled)

### About Regional Water Management Foundation

Established in 2007, the RWMF is a supporting organization of the Community Foundation that supports local agencies working to address the water resource challenges facing the region. Since 2008, over \$25 million in state grants has been awarded through the RWMF to local agencies for planning and projects on water supply reliability, water quality, stormwater management, and watershed restoration. The RWMF serves as the coordinating entity for the Santa Cruz Integrated Regional Water Management program. The RWMF has provided administrative and planning support to the MGA since 2016, and grant administration support to the SMGWA since 2018.

### About Community Foundation Santa Cruz County

The Community Foundation was born in the wake of the 1982 floods and mudslides that devastated the Pajaro and San Lorenzo valleys. Generous people looking to help were searching for a central organization to send donations to—one that would support the long-term recovery efforts. But such an organization didn't yet exist and Community Foundation Santa Cruz County was formed to meet that need. From those humble beginnings 40 years ago, we've grown to address needs far beyond disaster. Our donors have helped us award \$183 million in grants, loans, and scholarships across education, the arts, human services, the environment, health, and economic development.

### About the Groundwater Sustainability Agencies

In response to California's landmark Sustainable Groundwater Management Act (SGMA), two new Groundwater Sustainability Agencies (GSAs) formed in Santa Cruz County.

#### Santa Cruz Mid-County Groundwater Agency

In 2016, the MGA was established with the charge of assessing conditions and managing the Santa Cruz Mid-County Groundwater Basin with the aim of achieving sustainability by 2040. The MGA has four member agencies: Central Water District, City of Santa Cruz, County of Santa

Cruz, and Soquel Creek Water District. In January 2020, the initial Groundwater Sustainability Plan (GSP) was completed; a 5-Year update to the Plan is due in 2025. The MGA consists of an 11-member Board of Directors comprised of two representatives from each Member Agency and three private well representatives.

#### Santa Margarita Groundwater Agency

In 2017, SMGWA was established to manage the Santa Margarita Groundwater Basin with the aim to achieve groundwater sustainability by 2042. The agency has three member agencies: Scotts Valley Water District, San Lorenzo Valley Water District, and County of Santa Cruz. SMGWA's 11-member Board of Directors is comprised of two representatives from each member agency, one representative each for the City of Scotts Valley, the City of Santa Cruz, Mount Hermon Association, and two well owner representatives. In January 2022, the initial Groundwater Sustainability Plan (GSP) was completed; a 5-Year update to the Plan is due in 2027.

### **Roles and responsibilities:**

The Senior Planner will support the implementation of the Groundwater Sustainability Plan in both the Mid-County and Santa Margarita Groundwater Basins. This position's time will be split evenly between the groundwater agencies, working closely with GSA member agency staff, occasional subcommittees, and consultants.

#### GSP Implementation Coordination

GSP Implementation Coordination will involve close coordination with the GSA Member Agencies as each GSA shifts from the planning/development of the initial GSP into implementation of the Projects and Management Actions (PMAs), basin monitoring, future planning and periodic evaluations (GSP annual and 5-Year reporting). Both GSAs rely upon technical consultants for GSP annual and 5-Year reporting. In both GSAs, the individual Member Agencies largely lead on the implementation of specific PMAs identified in their respective GSPs. The Senior Planner will support the coordination the activities of the GSAs to meet the goals of the GSPs.

Project and Management Actions Tracking: The Senior Planner will work with Member Agencies' staff and, as needed, technical consultants to track the progress of the PMAs identified in the GSPs. The Senior Planner will assist with providing regular written updates and reports to the two GSA Boards on the status of PMAs.

Meeting Coordination and Facilitation: The Senior Planner will assist with the planning, coordination and facilitation of routine meetings with Member Agencies' staff and, as needed, technical consultants, to ensure Member Agencies' staff/representatives have opportunities for dialogue and information sharing on GSP related activities.

Coordination of Efforts: The Senior Planner will assist with the coordination of GSP implementation activities outlined in Section 5 of the respective GSPs. The Senior Planner will ensure implementation efforts are proceeding in a manner consistent with the GSP and consistent with the direction from the respective GSAs. Both GSA's utilize technical consultants/contractors to support various SGMA related activities (e.g., preparation of GSP annual reports, 5-Year GSP Updates, Basin monitoring, Metering Program implementation, other). The role of the RWMF Senior Planner will be to provide high-level coordination of tasks

and help to ensure the overall implementation efforts are proceeding consistent the GSP and requirements under SGMA.

#### Planning Activities in Support of SGMA

The Senior Planner will work in coordination with the Member Agencies' staff to assess and evaluate the broad authorities over groundwater management in the local Basins granted to GSAs under SGMA. At the direction of the respective GSAs, work may include planning and assessment of the following activities:

1. Reviewing the authorities and responsibilities granted to GSAs under SGMA, beyond developing the GSP and implementing projects and management actions;
2. Evaluating, recommending, and coordinating the preparation and adoption of ordinances or other mechanisms by which to adopt this authority; and
3. Developing processes for implementing and enforcing the authorities.

Additional duties may also include the following:

- Coordinate and participate in the review of pertinent local planning, resource planning and water supply documents
- Develop and present analyses and reports related to complex questions related to SGMA and the GSP to provide information and recommendations to the GSAs
- Analyze information related to SGMA to determine conformity with laws, regulations, and policies
- Initiate and facilitate in inter-agency coordination on planning activities
- Draft and edit reports for both GSAs
- Make presentations/prepare materials for the GSAs, agencies, and community groups
- Coordinate with and, as needed, provide direction and manage the work of consultants supporting GSP implementation and planning activities

#### **What we are looking for:**

- Knowledge of the Sustainable Groundwater Management Act (SMGA)
- Principles, practices and trends of resource planning, preferably environmental and water resources planning
- Principles, practices, and experience in collaborative planning processes, especially in processes involving diverse interests and controversial issues
- Local agency policy formulation and land use, demographic, environmental, economic and social concepts as applied to resource planning
- Strategic planning, including setting goals and objectives and developing planning documents
- Laws, codes, and regulations related to resource planning, preferably water resources and groundwater
- Methods and techniques for planning document preparation, including writing, editing, and formatting
- General principles of groundwater hydrology
- Knowledge of the governance structure of applicable local agencies
- Research techniques and statistical methods applicable to natural resource planning

- Methods and techniques for making effective public presentations of complex information
- Office practices, methods and equipment, including a computer and applicable software

**Ability to:**

- Work independently as well as cooperatively and effectively as part of a team
- Provide leadership to and coordination of multifaceted planning efforts
- Take initiative to prioritize and coordinate workload to fulfil obligations
- Produce quality written documents and related work products within assigned timeframes
- Complete technically complex resource planning assignments
- Communicate effectively verbally and in writing on a range of technical and policy topics
- Develop and maintain effective working relationships with personnel from multiple agencies, officials, citizen interests and constituencies with specific concerns, and the general public
- Demonstrate and exercise good independent judgement, recognizing the potential for controversy or adversarial results, and ability to communicate this kind of information to organizational leaders or managers
- Complete complex assignments, identify and evaluate alternatives and make recommendations
- Understand, interpret, and explain provisions of laws, regulations, and ordinances
- Understand and relate to others the concepts, aims and principles of resource planning
- Collect, compile, analyze and evaluate technical, statistical and related resource data
- Synthesize and explain technical data to non-technical people
- Identify program level planning obstacles and shortfalls
- Work proficiently with word processing, spreadsheet and presentation software (MS Word, Excel, Word, Power Point)

**Typical Physical Demands**

- Sit at a desk for 2-3 hours at a time
- Driving and occasional regional travel
- Keyboarding for 2 - 3 hours at a time
- Lift and move documents and supplies
- Bend to file and retrieve documents
- Driving required to meetings and give presentations

**Education and Experience**

Any combination of education and experience that provides the above knowledge, skills and abilities is qualifying. A typical way of obtaining the required qualifications is to possess the equivalent of the following:

- Five (5) years of increasingly responsible experience in resource, environmental, urban or regional planning, and
- A Bachelor's degree in environmental science or studies, environmental planning, urban or regional planning, natural resources management or a closely related field. A Master's degree in these or a closely related field may be substituted for one year of the required experience.

### **Licenses/Certificates**

Possession and continued maintenance of a valid California Class C driver's license and a safe driving record, or the ability to provide alternate transportation which is approved by the Community Foundation.

### **Qualifications**

- Prior experience developing complex regional planning documents
- Prior experience in collaborative, multi-party planning efforts
- A Master's degree in water resources management, natural resources, environmental, urban or regional planning preferred

### **Ready to apply?**

Email a cover letter, resume, and supplemental questionnaire in MS Word or PDF format to the contact below. No phone calls, please.

Community Foundation Santa Cruz County  
Attention: Nicole Frontella <NFrontella@cfsc.org>  
7807 Soquel Drive  
Aptos, CA 95003  
[www.cfsc.org](http://www.cfsc.org)  
[www.cfsc.org/regional-water-management-foundation](http://www.cfsc.org/regional-water-management-foundation)

### **Everyone is welcome here**

Our vision is to make Santa Cruz County thrive for all who call it home, now and in the future. That starts in the workplace. We strive to build an office community where employees feel that they belong and can thrive. Learn more about our [equity approach and actions](#). We encourage Black, Indigenous, People of Color (BIPOC), LGBTQ+ people, Bilingual (Spanish/English) candidates, veterans, and people with disabilities to apply. We are an Equal Opportunity Employer and do not discriminate against any employee or applicant for employment because of race, color, sex, age, national origin, religion, sexual orientation, gender identity and/or expression, status as a veteran, and basis of disability or any other federal, state or local protected class.

### **What's great about working at the Community Foundation**

We have snacks and bottomless coffee and tea!

Our backyard is the Forest of Nisene Marks.

We have electric car charging stations and indoor bike storage.

We are five minutes from Seacliff State Beach.

We are a staff team of surfers, dog-lovers, cat aficionados, parents, care-givers, bikers, bakers, crafters, hikers, musicians, softball players, readers, and volunteers.

We truly and deeply care about the people and places of Santa Cruz County and celebrate that our work is about helping build a safe, happy, and healthy county for everyone.



**Community Foundation Santa Cruz County  
Regional Water Management Foundation  
Senior Water Resource Planner**

**Supplemental Questionnaire**

*Please respond to the following questions. Do not exceed 4 pages total (single-sided).*

Question 1. What differentiates you from other candidates and makes you a strong match for this position.

Question 2. Describe your experience and role(s) in multi-party, collaborative planning endeavors. Specifically include information about the issue, the parties, the result and the role you played in producing or achieving that result.

Question 3. Outline your approach to identifying planning objectives, evaluating alternatives and prioritizing management actions to address a resource issue.

Question 4. What challenges do you foresee in your role supporting the Groundwater Sustainability Agencies in carrying out their charge to achieve sustainability in the Basin(s)?

Question 5. (Optional) Provide up to 3 questions that you have about the position, the agencies that this position will be supporting or the organization you'll be working.