



**APPOMATTOX RIVER WATER AUTHORITY  
&  
SOUTH CENTRAL WASTEWATER AUTHORITY**  
(serving five vibrant localities in Central Virginia)

announces the recruitment for

**Executive Director**



## Our Organization

The Appomattox River Water Authority and South Central Wastewater Authority are two regional utility authorities with overlapping board members serving the same member jurisdictions: the cities of Petersburg and Colonial Heights and the counties of Chesterfield, Dinwiddie and Prince George, by providing safe, clean water to consumers.

Appomattox River Water Authority is a 96 million gallons per day water plant with 15 miles of transmission mains, and average flows of 28 million gallons per day with peak flows of 50 million gallons per day. The water facility employs 28 individuals with an annual budget of \$10.6 million.

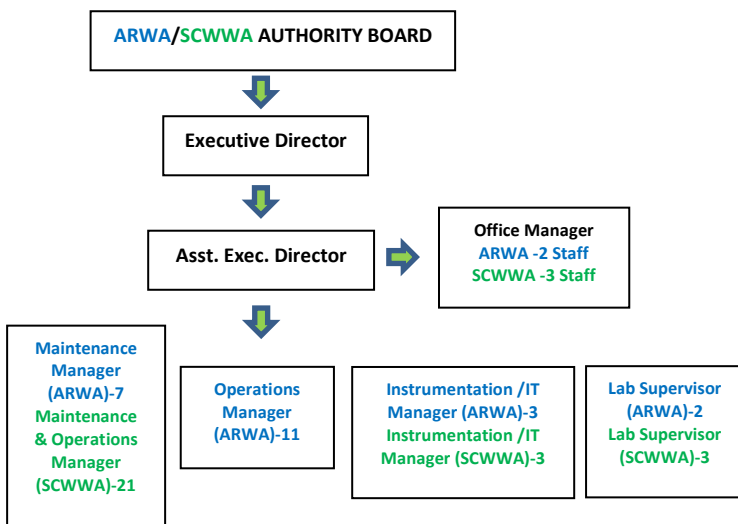
South Central Wastewater Authority is a 23 million gallons per day plant with no off-site lines and average flows of 12 million gallons per day with peak flows of 60 million gallons per day. The wastewater facility employs 34 individuals with an annual budget of \$8.5 million.

## Overarching Goals of the Authorities

The Appomattox River Water Authority will continue to expand as needed, operating and maintaining the water system in an efficient and economical manner consistent with good business, engineering and operating practices.

The South Central Wastewater Authority will continue to meet permit discharge limits by operating and maintaining the wastewater plant system in an efficient and economical manner, consistent with good business, engineering and operating practices. The South Central Wastewater Authority's goal is to meet or exceed the requirements of the Virginia Pollution Discharge Elimination System Permit discharge limitations.

## Organizational Structure



## The Communities We Serve

Virginia is fortunate to be located at the center of the East Coast economic corridor. The nation's capital, Washington, D.C., is adjacent to Virginia's northeast corner. Richmond, Virginia's state capital, is only 98 miles due south of D.C. (two-hour drive).

The five localities that work cohesively to make up Appomattox River Water Authority and South Central Wastewater Authority are unique and thriving in their own right. They are:



### County of Chesterfield

Chesterfield County is a rapidly growing suburban community with a population of 344,000. Situated between the James and Appomattox Rivers, the county has a land area of 446 square miles. Chesterfield County is the fourth largest county in Virginia with much of the development in the northernmost part of the county.



### City of Colonial Heights

The City of Colonial Heights is located 20 miles south of Richmond, Virginia's state capital, and 120 miles south of the nation's capital. Colonial Heights has a population of 17,830 residents and a land area of 8.15 square miles or 5,216 acres. The city's location provides access to the area's dynamic business complex.



### County of Dinwiddie

Dinwiddie County is a blend of suburban and rural living with Lake Chesdin bordering the northern boundary of the county. Dinwiddie County is Located 25 miles south of Richmond and 140 miles south of Washington, DC. with a land area of 504 square miles and a population of 28,001 residents.



### City of Petersburg

Located along the eastern seaboard, approximately halfway between New York and Florida, Petersburg is situated at the juncture of Interstates 95 and 85, just 23 miles south of Richmond, Virginia's state capital. The 23.1 square mile city is one of 13 jurisdictions that comprise the Richmond-Petersburg Metropolitan Statistical area. Petersburg has a population of 31,750.



## County of Prince George

Prince George County, Virginia is a suburban community of 35,725 residents. Prince George County is centrally located in southeastern Virginia. Rural in the south and east, yet suburban in the north and west, Prince George County continues to experience steady population and economic growth while maintaining an optimum quality of life for its citizens.

### The Position

The Executive Director will be responsible for leading the Appomattox River Water Authority and South Central Wastewater Authority, both multifaceted facilities consisting of four major divisions: Water and Wastewater Operations; Maintenance; Laboratory; and Instrumentation. The incumbent will also oversee the delivery of the highest quality water and wastewater service to the five member jurisdictions utilizing state-of-the-art technology and equipment.

The Executive Director will:

- demonstrate progressive leadership in public utilities administration, planning and design;
- manage all day-to-day technical operations and business functions including human resources, purchasing, budgeting, etc.
- advise both Authority Boards in the improvement and expansion of utilities and infrastructure;
- forecast and manage intermediate and long-range capital projects effectively, including long-range water-supply projects;
- represent the two Authorities in all public matters

### Qualifications

#### Education and Experience

- A bachelor's degree from an accredited college or university in civil or environmental engineering, environmental sciences, or a related field is required (master's preferred); or an equivalent combination of training and experience
- A minimum of ten years of progressively responsible managerial and leadership experience in public utilities, including five years' experience in a senior management capacity with a comparable organization, or an equivalent combination of training and experience
- Certification as a professional engineer in the Commonwealth of Virginia is desired

### Major Responsibilities

- ▶ Provide strategic vision and forward-focused leadership to two dynamic public utilities agencies.
- ▶ Plan, organize, direct, monitor and coordinate all programs and divisions of both Authorities.
- ▶ Supervise assigned staff effectively, including selection, performance management, employee relations, training, prioritizing and assigning work and related activities.
- ▶ Monitor all current regulations, new laws, precedent decisions and directives that may impact water and wastewater regulations.
- ▶ Develop operational and capital budget based on historical data, future needs/requirements and guidance from the member jurisdictions; continuously monitor the budget, and prepare appropriate reports including annual financial statements; and review requests for purchase of supplies and equipment to assure proper budget management and efficiencies.
- ▶ Enforce the policies and procedures of the water and wastewater facilities and prepare and recommend changes or modifications as needed.

### Personal Traits

- ▶ Effective leadership skills
- ▶ Integrity and honesty
- ▶ Ability to work collaboratively
- ▶ Strategic thinker
- ▶ Ability to maintain effective working relationships
- ▶ Strong communication skills
- ▶ Results-oriented
- ▶ Flexible approach to problem-solving
- ▶ Energetic and self-motivated
- ▶ Effective negotiator

### Compensation and Benefits

The Appomattox River Water Authority and South Central Wastewater Authority will offer a highly competitive compensation and benefits package for this position. Salary for this position is negotiable, commensurate with qualifications and experience. A summary of the benefits offered include:

- ▶ Health and Dental Insurance
- ▶ Leave Benefits
- ▶ Paid Holidays
- ▶ Deferred Compensation
- ▶ Life Insurance
- ▶ Virginia Retirement System

## Application Process

The application deadline is **August 30, 2019, at 5 p.m.**

Interested applicants should submit a confidential resume with cover letter and must include salary requirements to:

**Mary Martin Selby, Director of Human Resources**  
**Chesterfield County Human Resources**  
P.O. Box 40  
Chesterfield, VA 23832  
(804) 748-1551

Electronic responses are preferred and should be directed to: [Executivesearch@chesterfield.gov](mailto:Executivesearch@chesterfield.gov)

Pre-employment drug test and extensive background check test required.

**The Appomattox River Water Authority  
and  
South Central Wastewater Authority  
~An Equal Opportunity Employer~**

