



Little Thompson Water District
835 E Highway 56, Berthoud, CO 80513
(970) 532-2096

Water Resources Specialist

Salary Range: \$75,500 - \$120,600 Annually

The following is intended to present a descriptive list of the range of duties performed by employees in the subject position and is not intended to reflect all duties performed within the job.

SUMMARY DESCRIPTION

Under supervision of the Water Resources Manager performs a variety of support functions in water resources.

REPRESENTATIVE DUTIES

The following duties are expected; however, the position may require additional or different duties from those set forth below to address business needs and changing practices.

- Assist Water Resource Staff by providing technical information to District personnel, local municipalities, other Water Districts, the State of Colorado, Water Conservancy Districts, developers, and new and existing customers.
- Assist Water Resource Staff and consultants with evaluation of native water shares, non-potable systems, and new water supplies.
- Effectively explain the District's raw water requirements and development process with developers, developer's consultants, and the public. Answer questions from the public, developers, and tap holders related to tap purchases and related approved uses or restrictions.
- Work with water resource staff, legal counsel and consultants to assist in preparation of Water Court applications and defense of the District's existing water rights.
- Water resource long range planning through the use of scenario modeling software.
- Effectively complete accounting for raw and finished water use with existing or new analytic tools. Update the District water demand and demonstrate compliance with Water Court decrees. May include developing decree accounting.
- Assist with leasing native ditch shares and surplus water to area irrigators or other parties.
- Assist with the District's Water Conservation Program. Research, develop, coordinate, and implement water conservation measures. Collaborate and coordinate with other related water efficiency, outreach, and educational efforts.
- Assist in water loss auditing and the development of water loss control programs
- Represent District water interests to the public, advisory boards, stakeholder groups, technical working groups, ditch and irrigation company boards and professional trade organizations related to water resources and agriculture.

- Perform other duties as assigned.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge and Abilities: Generally, learn and apply policies, rules, regulations and procedures to a variety of work-related situations with the following general list of items important to the position, it should be noted that the list is not comprehensive.

- Advanced computer skills using Microsoft Office applications, including word processing and Excel spreadsheets.
- Proficient user of water resource modeling software, i.e. RiverWare
- Ability to quickly shift focus and adjust priorities in response to changing priorities and dynamic work environments.
- Ability to prioritize tasks effectively, balancing short-term urgencies with long-term goals.
- Comfortable working under pressure while maintaining attention to detail and a high standard of work.
- Capacity to anticipate potential issues and proactively develop solutions to keep projects on track.
- Excellent verbal and written communication skills.
- Knowledge of Colorado Water Law.
- Knowledge of raw water allocation and measurement.
- Knowledge of ESRI GIS software preferred.
- Ability to convey complex information to parties with varying experience of the subject.
- Ability to write clear, complete and accurate reports.
- Excellent customer service skills.
- Ability to present clearly to both large and small groups.
- Ability to work effectively on teams.
- Ability to develop easily understood and engaging promotional materials for the public.

Education and Experience Guidelines

Education/Training: *Bachelor's degree in engineering, water resources or closely related field. Three or more years of experience in a related field. An equivalent combination of education and/or experience may substitute for education.*

Experience: Experience in computerized software systems; ability to quickly learn and apply policies, rules, regulations and procedures to a variety of work-related situations.

License or Certificate: A valid Colorado driver's license and satisfactory driving record to drive District vehicle.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Working Conditions/Environment/Physical Requirements: The essential functions of this classification are performed in a controlled-temperature office and in the field. The work environment includes travel to and from local sites, limited travel to out of state seminars, exposure to noise, dust, heat, and inclement weather. Office environment includes sitting for extended periods of time in front of a computer screen; operating computer and other office equipment daily; speaking and hearing in person and on the phone; see sufficiently to perform assignments. Physical requirements include those to occasionally perform moderate lifting, bending, stooping, kneeling, walking, and standing.