



WATERMASTER TECHNICIAN

Position Announcement

Salaried, Permanent, Seasonal

\$56,000 - \$72,800 / year

4/8/2024

Honey Lake Valley Resource Conservation District (HLVRCD) is accepting applications for the position of a salaried, permanent, seasonal Watermaster Technician. This position works under direct supervision of the HLVRCD District Manager and HLVRCD Board of Directors.

PRIMARY DUTIES AND RESPONSIBILITIES

Field Work:

- Field Work is heaviest during Irrigation Season: March 1- October 31, during which regular measurements and adjustments of dams and diversions is necessary. May be expected to work overtime / weekends as needed during this time.
- Accurate and timely measurement of dam structures and diversion structures. Including the measurement of weir flows, gauge readings, staff gauge readings, in-stream time-distance measure, and submerged orifice measures. Supplementary knowledge of these and other methods will be provided.
- Adjustment of dams and diversions; modification of 2x6 or larger boards, turning of wheel headgates.
- Collect detailed records of daily activities, including areas visited, measured flows and diversions, diversion adjustments, significant conversations and phone calls, and problems. Maintain a copy of these records in the RCD office.
- Navigate rough terrain on foot, driving a truck and trailer, or UTV.
- Provide general maintenance and repairs to equipment, wood, and metal structures in the field.

Legal Decree Administration:

- Ensures water right holders are receiving their water right allotment as described by adjudicated decrees.
- Maintenance of up-to-date records of decree information and present-day owners.
- Read and comprehend the Decrees and recorded agreements that define water rights within the Susan River Watermaster Service Area (WMSA).
- Work with water users as necessary to curtail water or limit water diversion in accordance with water usage limits described in the decrees.
- Resolve disagreements between water right holders over water rights.
- Field phone calls, texts, and emails from water users' questions about the water availability, concerns, or problems within 24 hours.
- Maintain and update field schedule, control cards, and maps for each stream in the Susan River WMSA.
- Flexible work hours and overtime as needed to achieve effective and timely administration of the decrees.



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Office Work:

- Office work includes some secretarial work such as scanning and filing receipts, file sorting, and maintenance of fieldwork data records in the RCD office.
- Contacting water right holders about precipitation, likely runoff, and consequences to diversions, problems with diversions and diversion structures, and disputes between water right holders.
- Work with the District Manager to develop projects, and to apply for Grants for the Service Area.
- Expand the Operations Manual for the Susan River WMSA.

Reporting:

- Work with the District Manager to develop the Annual Use Report. This includes the irrigation season's measurements and happenings.
- Create a bi-monthly written report for Watermaster Advisory Committee (WAC) meetings, summarizing activities and water conditions.

Watermaster Service Annual Budget and Apportionment:

- Work with the RCD District Manager to develop an annual Watermaster Service budget.
- Gather information from the County Assessor's Office and other entities to maintain accurate records or redetermine water rights as needed.

QUALIFICATIONS

Preferred not required - Graduation from a four-year or two-year college with a degree in a Physical Science OR two (2) years water management or hydrology experience.

- A valid CA Driver's license and acceptable driving record.
- Ability to learn, comprehend, and apply the legal language of the Decrees and recorded agreements that define water rights within the Susan River WMSA.
- Experience working effectively with Committees, Boards, and/or landowners to resolve disputes and convey technical information.
- Ability to effectively correspond verbally with others in difficult or sensitive situations, ability to work in an authoritative position.
- Experience collecting hydrologic data.
- Ability to develop and prepare effective and comprehensive correspondence, reports, and other written material.
- Ability to perform necessary fieldwork, including but not limited to driving rough terrain, working around deep, fast-flowing water, lifting, walking long distances, and performing a variety of other manual tasks, as needed.
- Proven experience working in an agricultural or field work setting, basic mechanical skills.



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- Attention to detail and ability to follow instructions, interpersonal communication skills and a professional demeanor.
- Ability to work well independently, and flexibility to adapt to changing priorities of tasks and issues.
- Living locally or willing to move to the Susanville/Lassen County, CA area.

Due to the nature of this job, this position is not eligible for remote work.

Salary Range and Benefits:

Permanent Seasonal Employee Position:

- Salaried, \$56,000 - \$72,800/year, depending on experience
- February - November main work season, December - January limited work hours expected
- Medical Insurance
- Work truck, work phone, company card for necessary, job-related expenses
- 1st year of employment, earn 3 hours PTO and 4 hours Sick Leave per paycheck; increases to 4 hours PTO and 4 hours Sick Leave after the 1st year of employment
- Opportunity for merit and COLA increases
- 12 Paid Holidays
- Signing Bonus after 90-day evaluation period - \$1000.00, retention bonus of \$1000.00 after 1 year of employment, \$1500.00 after 2 years of employment.

To Apply:

Send resume, cover letter, and a list of at least three (3) work references to Honey Lake Valley RCD at watermaster@honeylakevalleyrhd.us.

Closing Date: First review of applications April 30th, 2024. For additional information about the HLV RCD please visit our website at www.honeylakevalleyrhd.us

About the Watermaster Service: The RCD was appointed as Watermaster for the Susan River Watermaster Service Area by Lassen County Superior Court in 2008. This appointment was made at the request of water users within the SRWSA to increase local control and accountability for the service, which until 2008 was administered by the California Department of Water Resources. The RCD has a five-member Board that directs the business of the RCD. It is the policy of the RCD to provide equal employment opportunities to all people without regard to race, religion, color, national origin, ancestry, physical or mental disability, medical condition, marital status, age, sex, or any other classification protected by law, and to promote this policy through a program of affirmative personnel action.