

**DISTRICT MANAGER/TREASURER**



**Elephant Butte Irrigation District**



## Overview

The Elephant Butte Irrigation District is one of the largest suppliers of surface water in the United States. Its primary responsibility is to manage and distribute water resources to support agricultural activities in the Rincon and Mesilla Valleys. For over a century, EBID has been the steward of the surface water originating from New Mexico's portion of the Rio Grande Project. EBID's legacy is deeply intertwined with the agricultural heritage of New Mexico, and its commitment to water management remains unwavering. EBID plays a critical role in sustaining the livelihoods and fertile lands of the Mesilla Valley.

## Historical Context

- **Treaty of 1906:** The establishment of EBID traces back to the Treaty of 1906 between the United States and the Republic of Mexico. According to this treaty, the United States was obligated to deliver water to Mexico after the completion of the Elephant Butte Dam.
- **Elephant Butte Dam and Reservoir:** Construction of the Elephant Butte Dam was completed in 1916, creating the reservoir that would serve as a critical water source for the region. By 1925, the major system of canals and drains, as they exist today, had been fully developed.

## Mission

To operate and maintain a world class irrigation system by efficiently delivering surface water and steadfastly protecting the interests of EBID members.

## Core Values

**Stewardship:** EBID prioritizes the responsible management and care of the resources entrusted to us.

- We are committed to maximizing the benefit of water supplies.
- We maintain the canals, drains, and dams of our system to extend the life of the project into the future.
- We seek innovative solutions for water delivery, efficiency, and revenue streams to keep member costs low.
- We contribute to the conservation of our water and natural resources.
- We constantly improve our techniques for delivery and measurement through technology and hard work.
- We make decisions based on the best interests of the community of water users.
- We prioritize the needs and expectations of members in every decision and action, aiming to not only meet but exceed their expectations.

**Unity:** EBID believes in the power of collaboration across states, communities, and sectors to achieve sustainable water usage.

- We are valuable contributors to agriculture in the Rincon and Mesilla Valleys and to the communities we live in.
- We are committed to diligently protecting the resources and rights of all EBID members.
- We value the contributions of every employee and support their personal and professional growth.
- We grow through the principles of teamwork and continuous improvement.
- We are focused on building consensus and working with entities that have competing interests by finding common solutions.

**Professionalism:** The directors and staff maintain a high level of competence and conduct.

- We value and respect our farmers as individuals and care for the health of the Rincon and Mesilla Valleys.
- We strive for transparency to build the trust of our members and community.
- We honor the diverse needs of our members and community.
- We actively seek and constructively respond to feedback from staff, members, and partners to drive improvement and adapt to changing needs.
- We provide staff with the training, resources, and autonomy they need to innovate and excel in their roles.

**Excellence:** EBID seeks to continuously improve efficiencies to meet the needs of EBID members, striving for the highest quality in all endeavors.

- We strive for excellence at every level of the district by setting high standards for performance and quality to push the boundaries of what is possible.
- We are committed to providing excellent customer service to our farmers and small tract water users.
- We foster a culture of continuous improvement: encouraging employees to constantly seek ways to enhance their skills and processes and to never be complacent with the status quo.
- We lead by example, demonstrating our commitment to excellence at all levels of our organization.
- We create an environment in which new ideas are valued and explored.



# DISTRICT MANAGER/TREASURER

REPORTS TO: EBID Board of Directors

DATE:

GRADE LEVEL: Exempt/Nonunion



## Position Summary

The district manager/treasurer (manager) shall be responsible for managing the administrative and operational functions of the district. The manager shall also be responsible for the following:

- Acquire, supervise, and develop staff.
- Develop a board-approved annual operating budget and capital improvement program.
- Fulfill regulatory requirements and ensure compliance with New Mexico state law for quasi-governmental entities.
- Prepare and collect an accurate irrigation assessment.
- Review all contracts and other agreements entered into by the district prior to their award.
- Develop excellent relations with the water users and all interfacing governmental agencies.
- Coordinate legal activities.
- Maintain a quality assurance and safety program.
- Support and implement all board policies.
- Work effectively with board committees.
- Provide support to the board for implementing board committee activities, information updates, public interactions, stakeholder meetings, training, etc.
- Have no external interests, real or perceived, that either dilute effectiveness or create a conflict of interest, unless a specific exception from the board is granted.
- Develop and maintain a strategic plan that includes a master plan for capital improvements, a succession plan for all critical roles, a legislative plan, etc.
- Travel to conferences, court hearings, and other events.
- Develop and maintain excellent relationships with counterparts in other irrigation districts and with officials in state and federal government agencies.
- Facilitate engagement among directors, officials, and elected representatives.
- Provide tours of the district to visiting officials and elected representatives.
- Be available by phone after hours and while out of town in case of emergencies.

## Experience and Education

**Experience:** At least 15 years of progressive responsibility in water resources management or public administration, in a highly regulated industry, or in a related field, with 5 of those years in a managerial or supervisory capacity

**Education and Training:** Bachelor's degree, master's preferred.

**Knowledge, Skills, and Abilities:** Must possess excellent interpersonal skills. Must have ability to communicate clearly in writing and orally before large groups and the media. Negotiation skills are required. The position requires strong organizational skills and the ability to establish priorities. Requires the ability to manage multiple priorities through delegation to staff.

# DISTRICT MANAGER/TREASURER



## Compensation

EBID is looking for the best possible candidate. As a result, the yearly salary range is competitive, starting at \$200,000 per year, commensurate with experience and qualifications.

EBID also offers attractive benefits to its employees, which include:

**Medical, Vision, and Dental:** We offer competitive, comprehensive medical, dental, vision, pharmaceutical, Employee Assistant Programs, basic and supplemental life insurance, flexible spending accounts, and disability benefits to enhance the lives of our employees and their qualified family members.

**Employee Benefits Bureau:** Providing the employees of the State of New Mexico and participating local public bodies the tools to live a happier, healthier life.

**Vacation Leave:** ~160 hrs./year and the ability to accrue up to 240 hours of vacation leave per year. Sick leave is accrued at 3.08 hours per 80 hours worked and employees can bank up to 600 hours.

**PERS Retirement Plan | Administered with the New Mexico Department of Retirement | Plan 2 - Public Employees Retirement Association (PERA):** One of the most important benefits you receive as a public employee is membership in the Public Employees Retirement Association of New Mexico.

PERA provides a lifetime pension when you retire and a lifetime pension for your beneficiary as well if one is designated. PERA is a defined benefit plan, which means both you and your employer contribute a certain percentage (you from your salary, employer from its funds) toward your retirement. Benefits are paid when certain age and service credit eligibility requirements are met, regardless of the amount of member contributions paid into the plan. Your benefit will also increase if you are eligible for a cost-of-living adjustment (COLA).

**EBID participates in the Municipality Plan 2**  
**Paid Holidays:** 9 observed holidays plus 4 days between Christmas and New Year's Day for a total of 13 days.

**Moving Allowance:** Up to \$7,500.

# DISTRICT MANAGER/TREASURER



## Ideal Candidate

The board of directors has identified the following desirable qualities for the next manager:

- Skilled negotiator with experience with federal and state agencies.
- Mediation, arbitration, and litigation experience working with legal teams in county, state, appellate, and federal courts.
- Experience testifying at the local, state, and national levels before legislative committees.
- Knowledge of local, state, and federal regulations and laws governing the management, construction, operation, safety, and maintenance of an irrigation district.
- Is driven, articulate, credible, trustworthy, flexible but decisive, approachable, diplomatic, collaborative, charismatic, and inquisitive.
- Possesses a strong commitment to public service and the community, and possesses the ability to develop strong, positive relationships with the district's partners at the local, regional, state, and federal levels.
- Well-developed skills in strategic and financial planning, people management, and regulatory affairs.
- Experience working with the Bureau of Reclamation.
- Management background with demonstrated ability to develop, mentor, and empower employees while holding them accountable.
- Excellent communication and listening skills.
- Familiar with grants and other funding opportunities that might be available to the district.
- Capacity for foresight, continuous improvement, strategic planning, and motivation to see projects to completion.

## Priorities

In addition, the board has identified key priorities for the next manager, which include:

- Work with Reclamation and the New Mexico State Engineer to ensure compliance with the Rio Grande Compact and other regulations.
- Create a strategic plan for the district.
- Develop good relationships with government officials and other water users.
- Seek alternative sources of funding for capital improvements.
- Protect the district's water rights.
- Ensure the effective conveyance and delivery of water.
- Develop redundancy in staff skills to improve transitions and to facilitate succession planning.

Water Strategies is providing executive position search services for the manager position of the Elephant Butte Irrigation District (EBID).

The salary range begins at \$200,000 per year.

Interviews will be conducted sometime after September 1 at EBID in Las Cruces, New Mexico.

Should you be interested in applying for the position, please contact Kris Polly by phone (703) 517-3962 or email [kris.polly@waterstrategies.com](mailto:kris.polly@waterstrategies.com) as soon as possible.

Thank you for your time.