

Methow Valley Irrigation District

Watermaster

Job Description

Description

The Watermaster is responsible for water delivery to MVID shareholders consistent with MVID policies and procedures. The position has substantial responsibility for both equipment and facilities as well as coordinating the operation of the system with outside parties. Sound judgment is necessary as much of the work is solitary and independent. The Watermaster carries out MVID policies and procedures and will face unique challenges requiring problem solving skills and decisive action.

Essential Functions

- Assure delivery of irrigation water to shareholders through the operation and maintenance of a headgate, pipes, screen box, meters and valves and other equipment necessary for the delivery of irrigation water.
- Patrol assigned area by foot or motor vehicle to detect leaks, breaks, weak areas, obstructions, or damage to irrigation system; maintain access roads and trails.
- Conduct releases of water as authorized by the Board.
- Regularly check and adjust water flow and pressure valves.
- Regularly check the main head gate and screen box for concerns or malfunction.
- Record daily activities, submitted weekly to the secretary. Forms will be provided with daily, weekly, monthly, and annual duties.
- Attend all meetings during irrigation season to provide an operational update, and attend other meetings as required by the Board.
- Complete downloads on a monthly basis from both meter locations; the pump house and the head gate.
- Prepare annual report on condition of property and assets, including suggested replacements or repairs; maintain inventory of property and supplies. Submit to Board in September for annual budget discussion.
- Maintain all District equipment including in-line water meters.
- Identify and obtain needed equipment, supplies and services.

- Prepare work scopes and contracts for board of directors' approval covering identified maintenance or construction of District infrastructure.
- Manage work performed by outside contractors.

Supervisory Responsibility

This position will oversee work performed by contractors or volunteers and may supervise part-time help hired by the board of directors.

Interpersonal Contacts

The Watermaster will have frequent contact with the Board of Directors, board Secretary and MVID shareholders. The Watermaster also will coordinate with outside contractors and agencies with regulatory authority over MVID operations including, but not limited to the U.S. Forest Service, the Washington Department of Ecology and the Washington Department of Fish and Wildlife. Tact, responsiveness, and the ability to handle interactions, and clearly communicate are essential.

Education

High school diploma or GED.

Qualifications

- Working knowledge of farm-scale irrigation and closed piped systems; with an understanding of basic hydraulics and water measurement techniques, or the capacity to quickly learn.
- Experience with outdoor work, equipment use (small backhoe or excavator) and skill with welding and cutting tools is preferred.
- Ability to assemble and maintain irrigation pipe components, pressure regulating valves and water meters.
- Ability to read a survey or map showing MVID easements and infrastructure.
- Physical ability to lift heavy items, shovel, stoop, bend, push and pull large items in a safe manner.
- Ability to operate motor vehicles, equipment, and tools safely and in accordance with applicable laws, regulations, and work rules.

- Basic computer proficiency for preparing routine reports.
- Ability to perform basic math to obtain accurate calculations of water use.
- Ability to communicate efficiently and proficiently via voice, text, and email.
- Ability to maintain effective working relationships with regulatory agencies, landowners, and cooperating organizations.
- Possess excellent time management skills and ability to efficiently prioritize work tasks.
- Must provide a current, valid Washington State Driver's License

Working Conditions and Compensation

The Watermaster is a salaried, primarily seasonal position.

During irrigation season April-October, the Watermaster is expected to work as needed. The timing of daily work is flexible and may entail longer work hours on individual days to address critical emergency maintenance or repairs.

It is expected that the Watermaster be available to address unique or emergency situations at all hours to prevent or mitigate damage to MVID assets and property, to prevent or mitigate damage to public land or private property, or to minimize the duration of water shut-off to shareholders.

During non-irrigation season November-March, the position becomes part-time hourly. Maintenance may be conducted subject to weather conditions and operational needs as directed by the MVID Directors. The Watermaster may be called upon to do administrative work related to MVID projects.

The Watermaster must be a resident of the Methow Valley, preferably near the MVID service area in Twisp, WA.

The Watermaster must possess and use an appropriate 4WD vehicle for MVID work. Mileage to be tracked, reported monthly, and reimbursed at the current federal rate.

Position open until filled.