

Compensation and Benefits

WCCIWMA offers a competitive salary and benefits program. The salary range for this position is currently under review. The excellent benefits program includes:

- ◆ Work Schedule: WCCIWMA operates on a 9/75-work schedule. Employees work 8.33 hours daily with every other Friday off.
- ◆ Retirement: Participation in CalPERS with a 2.5% @ 55 formula for "classic" CalPERS members. New members as defined by PEPRA will participate with a formula of 2% @ 62.
- ◆ Vacation: Vacation accrues at the rate of 112.5 hours per year during the first 10 years of service.
- ◆ Administrative Leave: 90 hours are granted annually.
- ◆ Holidays: 13 designated holidays annually and one floating holiday is credited to accumulated vacation on July 1.
- ◆ Medical Insurance: WCCIWMA participates in the PERS health benefits program. Employee may choose from any of the health programs offered and the Authority will pay up to 100% of the Kaiser Plan medical premium for the employee and dependents.
- ◆ Dental Insurance: Delta Dental provides dental coverage with 100% of the premium paid for employee and dependents.
- ◆ Vision & Co-Pay Rebate Program: The Authority contributes \$375 annually towards a Flex Option Plan to provide employee reimbursement for medical costs, deductible contributions and vision expenses.
- ◆ Dual Medical and Dental Coverage: The Authority will contribute 50% of the amount authorized for medical and/or dental benefits into a deferred income plan if employee is covered by another source.
- ◆ Insurance: Life Insurance, Short-Term and Long-Term disability insurance policies are provided.
- ◆ Deferred Compensation Plan: A 457K voluntary Deferred Compensation is offered to employees.

The Process

If you are interested in pursuing this desirable career opportunity, please visit the Avery Associates Career Portal on our website at www.averyassoc.net/current-searches/ to upload your letter of interest, resume and contact information, including email addresses for five work-related references (who will not be contacted until after an interview takes place).

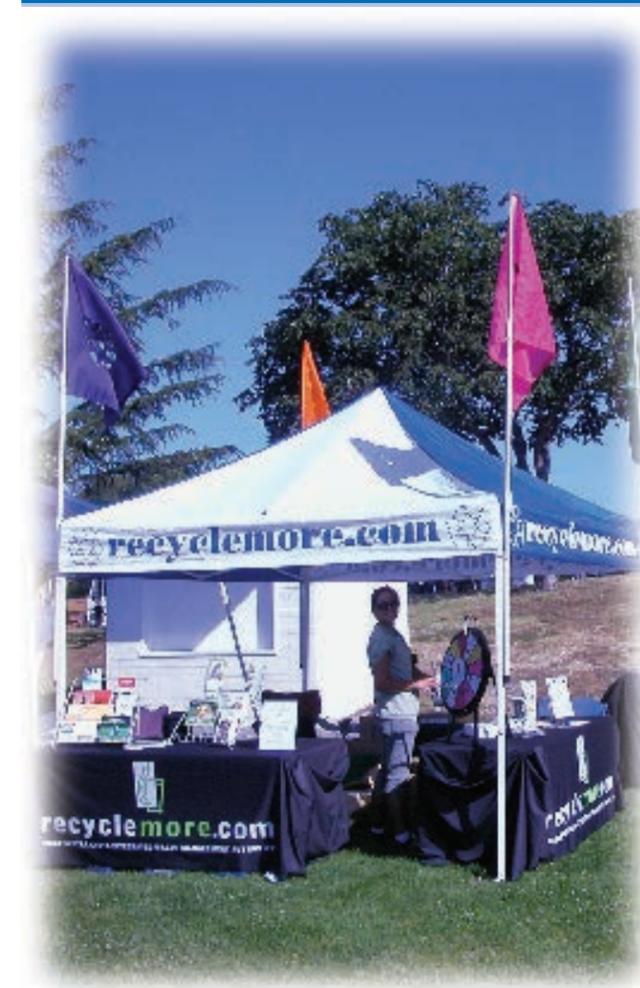
Paul Kimura or Bill Lopez
Avery Associates
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Los Gatos, CA 95030
E-mail: jobs@averyassoc.net

The final filing date for this recruitment is September 3, 2019.

If you have any questions regarding this position, please feel free to contact Paul Kimura at 408.399.4424 or by email: paulk@averyassoc.net or Bill Lopez at 408.888.4099 or by email: williaml@averyassoc.net.



West Contra Costa Integrated Waste Management Authority



*invites your interest
for the position of*

Executive Director

The Organization

“RecycleMore” is a local government agency officially known as the West Contra Costa Integrated Waste Management Authority (Authority). RecycleMore is a Joint Powers Authority (JPA) based in San Pablo within the County of Contra Costa in the San Francisco Bay Area. Council members from each of the Member Cities of El Cerrito, Hercules, Pinole, Richmond (which has three members), and San Pablo serve as the Board of Directors of the Authority. A member of the County Board of Supervisors is a non-voting ex-officio member of the Board of Directors representing the unincorporated areas within the Agency’s jurisdiction. The eight-member Board of Directors meets on a monthly basis.



WCCIWMA is responsible for managing the post collection agreement for waste processing services of the franchised waste stream in West Contra Costa County (transfer, landfilling, recyclables processing, composting and HHW) and with ensuring the West County cities within the region are in compliance with California’s Integrated Waste Management Act of 1989 (AB 939) and more recent State legislation. This is being achieved through the development and implementation of programs that enable its member agencies to meet the State mandated 50% solid waste diversion. The State has further established the ultimate goal of 75% solid waste diversion by 2020. The Agency achieved a 68% Diversion Rate in 2013. The Authority and Republic Services Group have entered in a contract, which provides for delivery of solid waste, organics and recyclables from the surrounding areas to selected recovery and disposal facilities as well as coordination of solid waste outreach activities. Management and administration of collection Franchise Agreements are handled individually by each of the member cities.

The jurisdictional area of RecycleMore consists of approximately 74 square miles located within the boundaries of the Member Cities and adjoining unincorporated areas. The region met the 50% waste diversion goal in 2006, and RecycleMore, through its staff continue to aggressively work to maintain this level of diversion. In 2008, the California Integrated Waste Management Board (now part of the Department of Conservation’s Division of Recycling) updated the system for determining diversion goals for each city. At present, per capita landfill disposal limits are determined each year and RecycleMore works with their Member Cities and the County to reduce the pounds-per-person-per-day going to the landfill.

The Organizational Mission

The Mission of the Authority is to provide cost effective compliance with State Law requiring reduction in the disposal of solid waste, the reduction, recycling and safe disposal of household hazardous waste, and the effective oversight of the privately owned integrated resource recovery facility (IRRF) in order to ensure the protection of ratepayer interests while providing for cost effective waste disposal and recovery of recyclable materials



and assisting the member agencies in meeting state mandated diversion goals.

The Position and Ideal Candidate

The new Executive Director must operate in a collaborative fashion with the member agencies to ensure lines of communication and coordination are effectively administered. An adept touch in dealing with the policy makers, the community and consultants will be important in this role.

A key focal point for this position is the relationship and coordination with the Board of Directors and by extension with the member agencies and constituents of the Board. Each of the member agencies has unique needs and requirements within their respective communities. Those diverse needs must be addressed in a positive, solutions-based manner, yet also need to be fair and equitable to other partners of the JPA. This will require a proactive communication style with sensitivity and awareness of diverse local needs and keen political acumen, while implementing organizational strategies and maintaining focus on the goals of the Authority.

The new Executive Director is expected to be innovative and forward thinking in identifying and offering new approaches, services and programs geared towards waste diversion and educational outreach. A creative and pragmatic visionary who can “push the envelope,” yet balance the equation of cost and investment versus results and mission will be critical to this role. The vision required relates to the dynamic and fluid nature of environmental services, a rapidly evolving area with heavy regulatory oversight. This will require expertise in the solid waste and recycling environment, contract negotiation and administration, along with the ability to work cooperatively and effectively with vendors and consultants in this field. These skills are important, as the Director must establish credibility as the subject matter expert in solid waste/recycling for the Authority.

The new leader must be an engaged and hands-on manager with solid administration and human resources skills. The small staff is highly capable and will need greater levels of empowerment to help advance the Mission of the Authority through increased outreach, awareness, and development of progressive programs. Excellent financial/budget management skills will be critical and knowledge of solid waste and environmental operations are essential.

In working with the eight-person Board of Directors, the new Executive Director must employ exceptional



customer service skills in communicating with and relating to the needs of elected officials and constituent communities. This includes knowledge of public meeting protocols and procedures. The required background includes at least seven years of increasingly responsible experience in waste management program administration including four years of administrative and supervisory experience. A BA/BS in Business or Public Administration, Environmental Services or a related field is required as is experience in or with a public agency. A Master’s degree is highly desirable.