

Compensation and Benefits

NMID offers a competitive salary and excellent benefits package. The salary for this position is open and negotiable, depending on qualifications. The benefits program includes:

- ◆ Retirement – The District participates in the Idaho Public Employees Retirement System (PERSI). PERSI is a defined benefit plan the general member contributes 7.16% and the general employer contributes 11.94% of pay as of 1 Jul 2019. See <https://persi.idaho.gov/> for more detail.
- ◆ Optional Retirement – Employee may participate in a 457 retirement plan and/or the PERSI Choice 401K. The District will match up to 3% of contributions.
- ◆ Health & Dental Insurance – The District pays full premium for employee. Dependent coverage is covered at 30% of premium amount.
- ◆ Vacation – Accrual at the rate of 48 hours annually during the first year of employment. Following the first anniversary date of employment through year five, the accrual rate increases to 120 hours annually.
- ◆ Holidays – 10 fixed annual holidays are granted every year. Holidays are defined as a 10 hour day, thus the annual holiday pay is for 100 hours.
- ◆ Sick Leave – Accrual at the rate of 96 hours annually.
- ◆ Bereavement Leave – Three days of leave available for death of an immediate family member.



The Process

To be considered for this exceptional 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).

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The final filing date has been extended to March 2, 2020.

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 3099 or by email: williaml@averyassoc.net.



NAMPA & MERIDIAN IRRIGATION DISTRICT



INVITES YOUR INTEREST FOR THE POSITION OF:

**Secretary/Treasurer
and Secretary of the Board
(Chief Administrative Officer)**

The Local Community and the Irrigation District

Nampa, with a population of over 96,000 residents, is the largest city in Canyon County and the third largest in the State of Idaho. Meridian is in Ada County, with a population of over 106,000 residents, and trails only Boise as the state's largest city. Meridian is also the fastest growing city in Idaho and one of fastest growing cities in the nation with a 1000% growth rate since 1990. The two cities are situated approximately 18 and 11 miles east of Boise, which is the state capital of Idaho.



The entire region enjoys an exceptionally favorable cost of living and quality of life.

Housing is affordable with a wide selection of homes within urban, suburban, rural or foothill communities with friendly, welcoming neighborhoods. The area's public schools have an excellent reputation, and health and medical services are top notch as are municipal services. Local residents also enjoy an abundance of outdoor recreational pursuits and a multitude of major and specialty retail operations.

The cities of Nampa and Meridian have municipal operations that supply potable water to local residents and all new development is required to have separate lines that provide potable and sprinkler/irrigation water. The Nampa & Meridian Irrigation District (NMID) is a water storage, conveyance, and distribution system that supplies irrigation water to some 69,000 acres of farms, lawns, and gardens in the Southwest Idaho areas of Canyon and Ada Counties. The water delivery system of canals and drains spans more than 500 miles throughout the region. NMID was formed in 1904 to bring water to Idaho farmers in this region by creating a system of canals and storage reservoirs. Some of its water rights from the Boise River date from the late 1800's. For over a century, Nampa & Meridian Irrigation District has played a crucial role in the economy of the Treasure Valley.

District Governance and Operations

The District is governed by a three-person Board of Directors, elected by district to alternating three year terms.



The Board is charged with establishing policy and goals and objectives for the District. The Secretary-Treasurer, who serves as NMID's Chief Administrative Officer, and the District's Water Superintendent, are directly appointed by the Board, tasked to manage and oversee the operational priorities of the District.

Under Idaho law, the NMID assesses land inside its boundaries to help pay for the operation and maintenance of the District's water storage, drainage, and distribution system. Assessments for each tract of land are based upon the land's water rights. Idaho law specifies that the assessment becomes a legal obligation of the land and, therefore, a responsibility of the landowner.

NMID operates on an annual budget of \$5.5 million, with a staff of 40 dedicated and highly tenured employees. Eleven staff members support administration efforts and are based downtown, with the remaining 29 field staffers based several miles away at the District shop.

The Position and Ideal Candidate

The Secretary/Treasurer of the District also serves as Secretary to the Board of Directors. In reporting to the Board, this position oversees the finances and budget of the District, ensures proper administration of assessment and taxation for parcels, participates in Board meetings, public outreach, and political and legal matters related to water and/or claims. A significant aspect of this role relates to external relationships with local, state, and federal agencies along with active participation with various water/irrigation associations. In working actively and closely with the Water Superintendent, the position ensures issues related to water rights are properly addressed.

A diverse range of priorities and new challenges makes this a compelling and stimulating opportunity. At an industry level, water has become an increasingly critical resource and developing and maintaining positive relationships with local/regional/state regulators, taxpayers, and industry associations are critical in this role. The working relationship with an active Board is also a key aspect of this role as the expectation is to have a close partnership and ongoing communication with the three Board Members. At the technical level, the history and nuances of Idaho water rights are complex, requiring some study and research. Fortunately, much of the key historical data has been documented. On an administrative level, staff development and organizational/succession planning are essential needs as NMID values organizational continuity and expects leadership to provide a working environment that's positive, empowering, and challenging. Additionally, with approximately 42,000 tax assessment notices, issued annually, the nature and level of questions, concerns, and complaints must be properly administered and addressed.

The new Secretary/Treasurer will be a relationship-based role model who provides mentorship and embodies a high level of work ethic, integrity and transparency. The position will require excellent communication, interpersonal, and problem-solving skills. Effective listening skills, maintaining an open mind, and a calm, balanced temperament will be important attributes in this assignment. A forward and strategic thinker that has a passion for



the importance of water and natural resources will also be essential towards success in this role.

The successful candidate will have an excellent presence, and a solid track record of effectively representing his/her current agency in public settings. Strong budget, finance and contract management skills are expected in this role. A background that includes at least five years in a similar industry including at least two of those years as a manager/supervisor of staff, along with a Bachelor's degree in natural or environmental resources, public or business administration, Social Sciences or a related field are required.

