

COMPENSATION AND BENEFITS

Salary for the Executive Director position:

Depending on Qualifications

The Regional Waste Management Authority offers a comprehensive benefits package for this position including:

- Health, dental, vision (reimbursement allowance), life (\$100,000 double indemnity), and long term disability coverage available to employee and dependents
- Health insurance is provided at no cost for the employee and at 80% for dependent coverage for available plans (\$250 a month allowance if health insurance is waived in lieu of other coverage subject to limitations)
- A 401(a) Defined Contribution Retirement Plan offering dollar-for-dollar matching funds for voluntary employee contributions to the available 457(b) Deferred Compensation Plan up to 7% of the base salary with a 20% annual vesting schedule in the employer share until fully vested at five years of employment or normal retirement age of 55 years old
- Employer contribution of \$200 per month to the available 457(b) Deferred Compensation Plan
- The agency participates in the Social Security system with an employer paid Medicare premium of 1.45%
- Twelve paid holidays per year
- Paid Annual Leave (combined vacation & sick leave) program starting at 24 days a year (less than five years) up to 36 days a year (at least 20 years) up to a maximum accrual of 48 days with a limited Annual Leave sell back program
- Paid Administrative Leave (80 hours annually at 6.7 hours per month) up to a maximum of 160 hours
- Car Allowance of \$300 per month for unlimited travel within 50 miles of the administrative office (additional travel reimbursed at current IRS rate)

THE SELECTION PROCESS

The Sutter County Human Resources Department is conducting this recruitment on behalf of the Regional Waste Management Authority. This position is open until filled, but for first consideration, a completed application and resume must be received at the NEOGOV jobs link below by no later than 5:00 p.m., Monday, May 16, 2022.

[Executive Director Application Link](#)

This Recruitment Is:

OPEN UNTIL FILLED

**First Review of Applications Will Occur After:
May 16, 2022**

The complete job description and application for this position is available from the Sutter County website below or at the Sutter County Human Resources Department.

**Sutter County Human Resources
1160 Civic Center Blvd, Suite B
Yuba City, CA. 95993**

**Phone: (530) 822-7113 / Fax: (530) 822-7191
Email: hr@co.sutter.ca.us
Website: www.suttercounty.org**

A screening panel will select those most qualified to be considered further in the selection process which may include an application screening and/or interviews. An offer of employment is contingent upon investigation of employment history, references, drug testing, medical review/exam, credit check and fingerprinting in addition to other appropriate requirements of the position.

REGIONAL WASTE MANAGEMENT AUTHORITY

Serving Sutter County, Yuba County, Live Oak, Marysville, Wheatland and Yuba City



Seeking highly qualified applicants for the position of



Photo by Jack Davis

Executive Director

Annual Salary Depending on Qualifications

OPEN UNTIL FILLED

First Review of Applications After May 16, 2022



Photo by Jack Davis



THE OPPORTUNITY

The Regional Waste Management Authority is excited to announce a unique opportunity to become the agency's first Executive Director. This along with all other support functions for the Authority and its predecessor agency have been performed since 1988 by part-time contract staff and consultants, but direct full-time staff is now desired for the newly expanded agency responsibilities and authorities in response to SB 1383 and other recent state mandates. The Executive Director will be tasked with establishing the agency's organizational structure and culture from scratch, making this a once-in-a-career opportunity for the right candidate.

THE AUTHORITY

Serving all of Yuba and Sutter Counties including the Cities of Live Oak, Marysville, Yuba City and Wheatland since 1990, the Authority's organizational roots can be traced back to the creation of the Bi-County Solid Waste Authority in 1979. Still the only multi-county waste management planning agency in California, the Authority was formed to provide reliable, economical, integrated, collaborative and environmentally sound waste management services to the residents, businesses and organizations of the bi-county region.

While municipal solid waste management collection, processing and disposal services are provided under separate exclusive agreements between the six member jurisdictions and Recology Yuba-Sutter, the Authority has long been tasked with the planning, reporting and coordination functions of these agreements. This limited role was greatly expanded in 2021 when the agency Joint Powers Agreement was amended to delegate much of the responsibility and authority for compliance with SB 1383, AB 341 and AB 1826 to the Authority.

Well-established recycling, organics, construction and demolition debris recovery and household hazardous waste collection programs and facilities serve the Yuba-Sutter region. The Recology transfer station and materials recovery facility in Marysville is used to process residential and commercial recyclable materials; transfer organic materials to the Ostrom Organics facility; transfer refuse to the Ostrom Road Landfill; and transfer construction & demolition debris to a third-party processing facility. Green waste, food waste and food-soiled paper are composted at Ostrom Organics. There has been an active AB 341 and AB 1826 outreach and monitoring effort for several years and the Authority has completed extensive preparations for the required SB 1383 programs.

Governed by a six member Board of Directors of elected officials, one from each of the six member jurisdictions, the Authority prepares and submits all planning documents and reports required under AB 939; owns the Yuba-Sutter Household Hazardous Waste Facility which is operated under contract with Recology; finances the Bi-County Local Enforcement Agency which is provided by Yuba County; and is the responsible authority with certain exceptions for compliance with the various program, reporting and enforcement activities under SB 1383, AB 341 and AB 1826.

Operating expenditures for FY 2022 are budgeted at just under \$1 million with a slightly larger amount of revenue. The largest agency expenses are for the operation of the Household Hazardous Waste Facility and support of the Local Enforcement Agency. By far the largest revenue source is a regulatory surcharge that is assessed on all residential, commercial and debris box collection accounts in the bi-county service area for support of the agency which is budgeted at \$830,000 for FY 2022.

The initial agency staffing plan includes a Management Analyst I/II position who is being recruited contemporaneously with the Executive Director. The need for future positions will be assessed over time, but administrative support for the agency (phone, mail, public counter, meeting space, finance and clerical support) will initially be provided under the current consultant agreement with the Yuba-Sutter Transit Authority. As a result, the first two Authority employees can initially work remotely or establish new office space.



THE IDEAL CANDIDATE

The Executive Director will develop, plan and implement the goals and objectives of the Regional Waste Management Authority. Reporting directly to the Board of Directors, they will exercise direct supervision over assigned management, professional, technical and/or administrative staff and consultants. They will also coordinate with the local city and county managers and administrators on related policies and projects.

The Candidate must:

- Be a dedicated leader and problem solver who is able to work independently with minimal supervision in collaboration with others to find creative solutions.
- Have excellent interpersonal skills including the ability to develop and keep the trust and confidence of others; the ability to deal well with diverse personalities and styles while maintaining a sense of humor.
- Have demonstrated experience, skill and success working effectively with policy boards; elected and appointed officials; regulatory and legislative agencies; private and public-sector representatives; and the public.
- Have knowledge of budgeting and funding sources; and can obtain the greatest value and return on the investment of limited resources.
- Be capable of clear and effective communication, both oral and written, to a variety of audiences.
- Be willing and able to research, analyze, and prepare regulatory reports; conduct on-site reviews and inspections of waste generators; develop and implement outreach and education program activities; research grant opportunities and assess compliance with requirements and risks associated with receiving grants; prepare grant proposals; develop, maintain and monitor grant budgets and projects; and ensure all grant requirements are being met and submitted accordingly.

- Possess any combination of education, experience, and training generally equivalent to five years of increasingly responsible experience involving integrated solid waste management, a related field, or other complicated regulatory or technical professional experience; and/or a Bachelor's degree with major course work in environmental science, engineering, public or business administration, or a related field.

THE SETTING

Located just north of Sacramento County, the Yuba-Sutter bi-county region is known for an outstanding quality of life and an affordable cost of living. With the Sutter Buttes range and the Sacramento River on the west, the sweeping Sierra Nevada Mountain Range on the east and plenty of open space, the Feather River and clear skies between; residents share an appreciation of the outdoors and take full advantage of the area's many recreational opportunities.

Neighborly and ethnically diverse, area residents participate in a wide variety of cultural festivals, community-oriented fairs, parades and seasonal events. Other recreational activities include boating and fishing on area lakes and rivers; hiking and hunting in prime wildlife habitat; golfing on local courses; and numerous Farmers Markets offering locally-grown fruits and vegetables. All of this and just a short distance from Sacramento, Lake Tahoe, and San Francisco — Yuba-Sutter is a great place to live, work and play!

