

BAYOU LAFOURCHE FRESH WATER DISTRICT

EXECUTIVE DIRECTOR

JANUARY 2023

OVERVIEW

The Bayou Lafourche Fresh Water District (BLFWD) is seeking a dynamic leader to fill the role of Executive Director. This position will play a key role in operating and maintaining Bayou Lafourche and the assets of BLFWD to assure its security in serving as the potable water source for the residents and businesses in Ascension, Assumption, Lafourche, and Terrebonne Parishes, while continuing the implementation of The Mississippi River Reintroduction into Bayou Lafourche Project (MRRBL). Serving as a spokesperson for BLFWD, the Executive Director serves as the primary point of contact for the Board of Commissioners, State Agencies, the Louisiana Legislature, Federal Agencies, and other key stakeholders across Louisiana and the region. This position reports to and receives direct supervision from the BLFWD Board of Commissioners, and has managerial responsibilities over all BLFWD personnel and contractors.

The ideal candidate will have technical and policy/legal experience in water management and regulation, and exhibit exceptional communication, leadership, and coalition-building skills. In addition, the ideal candidate will have experience with pursuing, securing, and utilizing local, state, and federal funding sources for capital improvements projects similar in nature to those along Bayou Lafourche.

Key responsibilities include but are not limited to the following:

- Leadership, Strategy, and Operations
 - Demonstrate overall leadership, scientific decision ability, direction, and support by planning, managing, and conducting all administrative management and operational aspects of BLFWD.
 - Work supportively, collaboratively, efficiently, and effectively with the Board of Commissioners and advisors in overseeing the administration and operations of BLFWD while overseeing the completion of the MRRBL.
 - Supervise, direct, and recommend actions to ensure compliance with local, state, and federal rules, regulations, policies, and procedures.
 - Develop, review, and monitor expense budgets to ensure efficient financial operations and program effectiveness in accordance with BLFWD's fiscal management policies, including managing purchasing activities, preparing and submitting grants, and negotiating and managing contracts.
 - Manage and direct the day-to-day responsibilities of key personnel and staff, conducting regular employee performance evaluations and monitoring resources in line with operational needs and workforce demands.
- Technical Management
 - Apply technical skills to understand the issues and opportunities affecting the water supply of Bayou Lafourche.
 - Communicate and respond to technical issues in a way that is approachable to an array of stakeholders, including the general public.
 - Make informed decisions and use judgment based on an understanding of scientific and technical data involving water management.
- Public and Stakeholder Engagement

- Represent BLFWD effectively to external stakeholders and the general public in a manner consistent with the BLFWD's mission and objectives.
- Serve as a spokesperson for BLFWD by publicizing activities related to the organization's programs and goals, and building awareness to positively represent BLFWD to stakeholders and the general public.
- Identify and manage strategic relationships with stakeholders who have an interest in preserving, protecting, conserving, and utilizing Bayou Lafourche as a natural resource.
- Work with key stakeholders to communicate the progress of initiatives and receive feedback, as necessary.
- Monitor and provide information related to proposed legislation, regulatory changes, studies, and reports, advising the BLFWD Board of Commissioners of potential impacts to the organization and relevant responses.

QUALIFICATIONS

Education and experience qualifications for this position include, but are not limited to, the following:

- A bachelor's degree in geology, earth science, environmental science, natural resource management, civil engineering, environmental engineering, petroleum engineering, business, law, public administration, or a related field is preferred. A combination of experience and education that clearly demonstrates comparable knowledge, skills, and abilities may be suitable.
- A minimum of seven-to-ten years of management experience, including overseeing functions such as budgeting, capital improvements, staffing, and performance management.
- Knowledge of water resources, coastal erosion, and associated regulations, laws, and restrictions is preferred.

Knowledge, skills, and abilities for this position include, but are not limited to, the following:

- Ability to perform effectively under pressure and utilize strong organizational skills when faced with competing priorities.
- Strong management skills, emotionally intelligent and self-aware with an ability to listen effectively to others and learn from their best ideas.
- Knowledge and experience of available funding sources for water management projects and initiatives, and experience with implementing capital improvements utilizing these various funding sources is preferred.

COMPENSATION

- Salary is commensurate with experience and qualifications
- Health/Life insurance benefits for employee and employee's family are offered
- Participation in state retirement program is offered. (Parochial Employees Retirement System of Louisiana)
- BLFWD issued vehicle (use for BLFWD business only)

ADDITIONAL INFORMATION AND HOW TO APPLY

For additional information, please call Heather Armstrong at 985-447-7155.

Candidate(s) should submit a resume and cover letter to heather.armstrong@blfwd.org

BLFWD IS AN EQUAL OPPORTUNITY EMPLOYER