



POSITION DESCRIPTION

Position Title

Water Engineer

Department

Office of the Engineer for the Flathead Reservation Water Management Board

Compensation Range

105k – 130k per year, with benefits

FLSA Status

Exempt

Location

Ronan, MT (some remote flexibility)

About the Board

The Flathead Reservation Water Management Board (“Board”) is the entity established by the Confederated Salish and Kootenai-Montana Compact (“Compact”) and the Unitary Administration and Management Ordinance (“Ordinance”). The Board is responsible for the administration, management, and enforcement of water rights on the Flathead Indian Reservation.

The Office of the Engineer is the physical location of the Board’s operations, and its staff is tasked with implementing water rights administration and oversight under the Ordinance and promoting and coordinating the use of water resources.

Position Summary

The Engineer is responsible to the Board to accomplish the work necessary to meet the goals of the Compact by performing, facilitating, delegating, and reviewing the work product of others. The Engineer has authority for the operation of the Office of the Engineer and its inherent functions. The Engineer is an employee of the Board and supervises the Office of the Engineer staff.

The Engineer's work may also include the development of key policies and administrative procedures necessary to accomplish the work in a manner that promotes other agency review and public trust. All work is to be accomplished in a timely manner according to Board directed work plans and timelines, and adopted policies and procedures.

Duties of the Engineer

The duties for this position include but are not limited to:

- Administration of water rights on the Reservation in accordance with the Compact and Ordinance
 - o Processing of new appropriations and change in use authorizations
 - o Review of state-based and tribal registrations
 - o Administration of Flathead System Compact Water applications, domestic allowances, stock allowances, geothermal uses, and wetland water rights
- Supervision of technical team of staff with various skills for the administration and processing of water rights on the Reservation
 - o Authority to recruit, hire, terminate, and evaluate staff
 - o Management and supervision of staff must be consistent with the Personnel Policies and Procedures
- Serve as a hearings officer or administrative law judge
 - o Drafting decisions for new appropriations, change in use authorizations, and any other appeals brought before the Engineer
 - o Enforcement of water rights through resolution of complaints
- Adhere to Board approved policies and procedures, bylaws, amendments, and desired goals
- Serve as a Board representative and advisor to the public on the administration of water rights on the Reservation
- Participate in public meetings of the Board
- Maintain records of the Board and the Office of the Engineer
- Collaborate with members of the Department of Natural Resources & Conservation and the Confederated Salish and Kootenai Tribes to ensure accurate and consistent implementation of the Compact and Ordinance
- Coordinate with the Project Manager of the Flathead Indian Irrigation Project, as described under the Compact and Ordinance

Required Qualifications

The Engineer shall be a professional in one or more of the following water resources or management related fields: (a) water resources management; (b) hydrology;

(c) hydrogeology; (d) environmental science; (e) business or public administration; (f) biological science; (g) civil engineering; (h) environmental engineering; or (i) law.

The Engineer shall have a minimum of a bachelor's degree with 10 years of increasingly responsible experience, including three years of management experience, or a master's degree with seven years of increasingly responsible experience, including three years of management experience, or an appropriate combination of education and experience.

Preferred Qualifications

The Engineer shall have the skill to deal with a diverse and sometimes contentious public body and must demonstrate verifiable work history that reflects public obligation. This skill may be demonstrated through past work experience in public rule making, public hearing, and regulatory oversight and coordination.

The Engineer position demands a certain amount of flexibility in skill, time management and shifting priorities. The Engineer shall receive direction from the Board and must be able to work collaboratively with multiple entities, rotating Board members, staff, legal counsel, and the public.

Working Conditions

This position is not designated as a remote work position due to the requirement for public interface in carrying out the obligations under the Compact and the UAMO.

Most work will occur in a standard office environment. The Engineer must be able to stand, sit, and work at a computer for extended periods of time. Physical stamina is considered good, and the incumbent must be able to lift 25-40 pounds.

The Engineer must be able to enter and exit a car with ease and walk long distances, as necessary to inspect property and verify water locations/diversions as required.

The Engineer may encounter members of the public who disagree with the Compact and the water rights administration on the Reservation. The Engineer is expected to present himself/herself in a calm, efficient, and professional manner when interacting or communicating with members of the public.

Special Requirements

This position is subject to a background check.

At least four (4) work references will be required as part of the application process.

The Board may direct that the Engineer participate in continuing training to sustain technical knowledge and enhance professional relationships.