



CITY OF SEATTLE

Drinking Water Planning and Policy Advisor

SALARY:	\$41.50 - \$62.27 Hourly
LOCATION:	Seattle Municipal Tower, 700 5th Ave., Seattle, Washington
JOB TYPE:	Classified Civil Service, Regular, Full-Time
SHIFT:	Day
DEPARTMENT:	Seattle Public Utilities
BARGAINING UNIT:	Not represented
CLOSING DATE	10/08/19 04:00 PM Pacific Time

POSITION DESCRIPTION:

This position is responsible for providing strategic direction and policy analysis for Seattle's drinking water system. You'll provide direction for studies, programs, and capital projects for the near-term (next 10 years) and long-term (20 years, or more).

This is a dynamic position in which you'll develop and recommend policies related to the Water Line of Business and present these to the SPU Policy Board (Executive Team). These include Director Rules and Policies and Procedures that impact how SPU provides services to its retail and wholesale customers.

Thinking like an engineer as well as a planner, and drawing on your knowledge of policy, you'll encounter plenty of legal issues, such as contract interpretation (especially related to SPU's wholesale water contracts), franchises, water rights, the Growth Management Act, Municipal Water Law, and State Environmental Policy Act (SEPA). You'll coordinate various issues associated with ownership of buried drinking water infrastructure, including property rights, right-of-way management, and assisting in relationships with other jurisdictions in which buried pipes may be located.

About Seattle Public Utilities:

Seattle Public Utilities (SPU) is a *Community Centered Utility* working to make Seattle the best place to live for everyone. We deliver high quality, vital services, across four major lines of business: providing water, solid waste, drainage and wastewater services for Seattle residents and businesses. In addition, SPU provides drinking water for 1.5 million regional customers in Seattle and other municipalities. Our customers depend on us to deliver high quality, reliable, and cost-conscious utility services and to achieve the highest benefits possible for every investment we make.

SPU commits to [Our City Values](#), [Workplace Expectations](#), and [Racial Equity and Social Justice](#) as core

principles that guide our work. We support and hold ourselves accountable by eliminating barriers to access and providing employees with equitable opportunities for professional growth and advancement.

JOB RESPONSIBILITIES:

- Developing strategies, plans, and policies for the more complex issues affecting the water system
- Reviewing, on behalf of the Water LOB, relevant state legislation and proposed regulations
- Providing primary policy review and input on drinking water system issues for the Countywide Planning Policies, King County Comprehensive Plan, and City of Seattle Comprehensive Plan
- Coordinating with other areas of SPU, including Corporate Policy and Governmental Affairs, Finance, Drainage and Wastewater, and Solid Waste, where key linkages are necessary for effective planning and policy development
- Representing SPU's drinking water interests with external agencies, committees, and organizations, including Washington Water Utilities Council

Supporting the development, communication, and approval of Water Fund annual budgets of about \$250 million per year (operations and maintenance) and \$100M per year (capital).

- Supporting the development of regular water rate studies, providing policy guidance and input to a team led by SPU Finance.
- Supporting analysis and needs related to rate affordability studies and financial policies.
- Leading development of the Water System Plan that is updated every 10 years to meet Washington State and King County regulations
- Representing SPU in a number of stakeholder venues, including City Council, other city departments, retail and wholesale customers, and regulators.

Please note this job advertisement is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

QUALIFICATIONS:

Minimum Qualifications:

- Sound understanding of water systems and utility management, including drinking water regulations, water rights, water supply, water quality and treatment, utility budgeting and financing, rate-setting, water demand forecasting, and hydraulics and hydrology
- Ability to interpret complex contracts, franchises, water rights, the Growth Management Act, Municipal Water Law, and State Environmental Policy Act (SEPA).
- Five (5) years of experience in developing or implementing water utility rules and regulations, developing and implementing water system policy, water system planning, financial planning for water systems, working with public officials and the general public staffing boards or committees, and/or managing politically sensitive customer and public relationships.
- Washington State driver's license

Education:

A Bachelors Degree in civil engineering, environmental engineering, public administration, public policy, environmental studies, or a field related to drinking water planning and engineering.

The ideal candidate has:

- Exceptional communication skills; is known for developing good working relationships and navigating complex networks to get things done
- Excellent analytical skills and the ability to manage multiple, concurrent tasks
- The ability to facilitate a group of stakeholders through complex issues and come to a recommended course of action
- A Washington State Professional Engineer's license is desirable.
- A Washington State Water Distribution Manager license is also desirable.

Combinations of appropriate education, training, certification, and experience will be evaluated on an individual basis for comparability to the minimum education and experience requirements.

ADDITIONAL INFORMATION:

Offers of employment are contingent on verification of information provided by the applicant as part of the application process.

Learn more about [Seattle Public Utilities](http://www.seattle.gov/util/) at [our web page www.seattle.gov/util/](http://www.seattle.gov/util/).

<http://www.seattle.gov/jobs>
 DRINKING WATER PLANNING AND POLICY ADVISOR
 JB

APPLICATIONS MAY BE FILED ONLINE AT:
 Job #2019-01591

If you are unable to apply on-line you may submit a paper application by the closing date to our office.

OUR OFFICE IS LOCATED AT:
 Seattle Municipal Tower
 700 5th Avenue, Suite 5500
 Seattle, WA 98104

Careers@seattle.gov



Who May Apply: This position is open to all candidates that meet the minimum qualifications. The City of Seattle values diverse perspectives and life experiences. Applicants will be considered regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, sexual orientation, or gender identity. The Department encourages people of all backgrounds to apply, including people of color, immigrants, refugees, women, LGBTQ people, people with disabilities, veterans and those with diverse life experiences.

Accommodations for people with disabilities are provided on request.

The City is a Drug Free Workplace.

Drinking Water Planning and Policy Advisor Supplemental Questionnaire

* 1. Are you a current SPU employee?

Yes No

*2. How many years of experience do you have with water system policy and/or planning?

0

1-2

2-4

5 plus

* Required Question