



ASSISTANT GENERAL MANAGER-ADMINISTRATION

About Gulf Coast Water Authority

Gulf Coast Water Authority (GCWA), located in the Houston-Galveston area, provides water for industry, agriculture, and municipalities in Brazoria, Fort Bend, and Galveston counties. GCWA (then named Galveston County Water Authority) was created in 1965 by the 59th regular session of the Texas Legislature. GCWA is a conservation and reclamation district, and a governmental agency of the State of Texas.

The beginnings of Gulf Coast Water Authority (GCWA) can be traced back to 1908 with the creation of the Cane and Rice Belt Irrigation Company and construction of a pump station on the Brazos River. In the early 1930s, additional pump stations and relift stations on the system were added as well as extensions to the canal system, eventually running through Brazoria County and reaching into Galveston County. In 1940, the Briscoe Irrigation System consisting of an additional pump station on the Brazos and more canals were established. These two original systems were purchased by the Brazos River Authority in 1966 and 1967. In 1988, GCWA bought the Canal Division from the Brazos River Authority. This allowed the GCWA to provide water supply for industry, irrigation, and municipal use in what ultimately became the three-county area of Brazoria, Fort Bend, and Galveston. In 2006, GCWA purchased the Chocolate Bayou Water Company, aka Juliff Canal System, which included another pump station on the Brazos River as well as pump stations on

three bayous in Brazoria County: Chocolate, Mustang and Halls.

GCWA's Administrative Office is located in Texas City where all financial, human resources, purchasing, and land administration are provided. GCWA's operations are divided into divisions: Canal, Industrial, and Water Treatment.

Canal Division. The GCWA Canal Division operates out of its office located in Alvin. The division operates the American, Briscoe, and Juliff Canal systems. This includes approximately 400 miles of main-line canals and laterals, and about 400,000 ac-ft of water rights. Approximately 16,000 acres of commercial and hybrid seed rice are irrigated annually in Brazoria and Galveston counties as well as a Rice Research Facility located outside of Alvin, Texas, providing world-wide technology for the rice industry. Industrial customers served by the Canal Division include INEOS and Ascend Performance Materials. Municipal customers served include the cities of Sugar Land, Pearland and Missouri City, as well as Ft. Bend WCID #2 and Pecan Grove M.U.D.



About Gulf Coast Water Authority, continued

Industrial Division. Through acquisitions and exchanges, the Industrial Division located in Texas City was acquired by GCWA in 1971. The Industrial Division operates a 900 acre off-channel reservoir, a canal system, and a pump station delivering an average of 60 million gallons of surface water per day to Texas City industries. These industries served include DOW/Union Carbide Corp., Marathon Galveston Bay Refinery, Marathon Petroleum, LLC, Valero Refining Texas LLP, Eastman Chemical Company, and Ashland Specialty Ingredients.

Water Treatment. GCWA owns and operates the Thomas S. Mackey Water Treatment Plant located in Texas City. The 50 million gallons per day (MGD) conventional surface water plant serves 13 water utilities in Galveston County. The plant was originally constructed by the City of Texas City in 1978 and acquired by the GCWA in 1983. Those customers include the cities of Texas City, La Marque, Galveston, Hitchcock, League City, GCWCID #1, GCWCID #8, GCWCID #12, GCFWD #6, GCMUD 12, Bacliff MUD, Bayview MUD and San Leon MUD.

GCWA has only one source of water for its customers: the Brazos River. Our ability to take water out of the Brazos is driven by both the TCEQ (Texas Commission on Environmental Quality) Brazos Watermaster and the **BRA** (Brazos River Authority). We have perpetual water rights issued by the TCEQ, however as we learned in the recent drought, even senior water rights will not meet customer demands in low river flows, and thus why we have stored water contracts with the BRA. The BRA operates 11 storage reservoirs along the Brazos River. During times of low river flows, we are able to release our BRA stored water. To make sure that senior rights holders get their water, TCEQ appointed a Watermaster for the Brazos in 2015, thus helping us to ensure a more reliable source of water during drought periods.

Governance and Organization

Gulf Coast Water Authority is governed by a ten-member Board of Directors. Galveston County Commissioners Court appoints five of the members, with two representing industry, one representing municipalities, and two selected at-large. Brazoria County Commissioners Court appoints three members, with one representing industry, one

representing municipalities, and one representing agriculture. The Fort Bend County Commissioners Court appoints two members, with one representing municipalities and one selected at-large. Appointees serve two-year staggered terms. Terms of office coincide with GCWA's fiscal year, beginning September 1.

About the Position

Under the direction of the General Manager, the Assistant General Manager-Administration is responsible for managing the Accounting and IT departments as well as other departments, projects and programs assigned by the General Manager. The Assistant General Manager-Administration serves in a leadership role intended to inspire others through transparency, good communication skills, confidence, and honesty. The Assistant General Manager-Administration will be tasked with the following:

- Directing GCWA's strategic planning process, capital projects and initiating programs that advance the organization's interests.
- Taking a well led and talented GCWA workforce to the next performance level.
- Ensuring that GCWA always meets its fiduciary responsibilities, fully meets its contractual obligations and never fails to comply with applicable regulations regarding permitting, reporting and operations.
- Keeping GCWA apprised of political, legal, regulatory and technological developments that impact the organization as well as its operations. Establishing relationships and forging strategic alliances with other authorities, public entities, GCWA customers, state agencies and the Texas legislature will be an ongoing priority.



Ideal Candidate

The Assistant General Manager-Administration should be a strong, innovative, visionary but grounded leader with an entrepreneurial spirit who is not afraid to challenge the status quo or take calculated risks to advance GCWA's interest. The ideal candidate will be a well-rounded manager with true business acumen and a gifted leader capable of assisting the General Manager whenever and however required.

The ideal candidate will also be a fiscally responsible manager who ensures that true cost-benefit analysis will always be a component of the decision-making process and the annual budget is as much a performance guide as it is a sound financial plan. The Assistant General Manager-Administration should have the ability to assist the General Manager and Board of Directors in cost management strategies, financial policy alternatives, creative public financing strategies, and public-private financing strategies.

The selected candidate will be a good listener and communicator with the ability to assist the General Manager in the decision-making process. To be truly successful, the Assistant General Manager-Administration must create a close, positive, trusting and highly productive relationship with the General Manager, members of the GCWA Staff and the Board of Directors.

The Assistant General Manager-Administration must be dedicated to exceptional customer service and should have the ability to unite the organization with a shared sense of purpose, promote teamwork, fully articulate expectations, delegate responsibility with clarity, and create a culture of accountability as well as transparency. The successful candidate will be a mature, disciplined, thoughtful, highly ethical, and inclusive manager with impeccable interpersonal skills. Ideally, the Assistant General Manager-Administration will be outgoing, personable, media savvy, and a good public speaker.

Education and Experience

The selected candidate must hold a bachelor's degree from an accredited college or university with major coursework in sciences, engineering, accounting or a related field. A master's degree in Administration or Management is preferred. The selected candidate must also have ten or more years of full-time work experience in day to day, hands-on administration of

finance, accounting and IT. Supervisory experience of a team of at least 5 full-time employees is required.

Compensation

The starting salary range for this position is \$120,000 to \$150,000 depending on qualifications and experience. GCWA participates in the Texas County and District Retirement System, offers a matching 401K plan as well as a full range of other outstanding benefits.

Application Process

Please apply online at: <http://bit.ly/SGRCurrentSearches>

For more information on this position contact:

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This position is open until filled. To view the status of this position, please visit: <http://bit.ly/SGRCurrentSearches>

GCWA is committed to providing equal employment opportunity to qualified persons without regard to race, sex, color, religion, national origin, citizenship, marital status, sexual orientation, age, disability, military, veteran status, or any other protected status or classification under federal law.

Gulf Coast Water Authority
www.gulfcoastwaterauthority.com

