



**Rivanna Authorities is seeking a
DEPUTY EXECUTIVE DIRECTOR**



About Albemarle County and Charlottesville

Albemarle County is nestled amid the foothills of the Blue Ridge Mountains and about a hundred miles South of Washington, D.C. Quiet rolling hills and family farms are characteristic of the County's 700 square miles of vibrant natural beauty, including Shenandoah National Park's Skyline Drive. Residents and visitors alike have abundant opportunities to kayak on the Rivanna or James Rivers, shop at local farmers markets, and relax at craft breweries or one of the many vineyards that dot the Monticello Wine Trail, which was named Wine Region of the Year in 2023 by *Wine Enthusiast*.

Complementing Albemarle County's natural beauty is the city of Charlottesville. Not only is Charlottesville the home of the Rivanna Authorities' administrative offices, the city is widely considered the economic, academic, and cultural pulse of central Virginia, and recreation and entertainment options in the region abound.

In addition to being home to the University of Virginia, Charlottesville boasts a thriving arts scene, and there is no shortage of fine dining, theater, museums, and shopping in the city.

Charlottesville has been ranked #3 on National Geographic's "Happiest Places" list and #2 on Kiplinger's "Healthiest Place to Live in America." Charlottesville City Schools have received an A- from *Niche School & District Rankings* and is proud of its 93% on-time graduation rate.

Albemarle County Fast Facts

116,000+ # of County residents

48,000+ # of Charlottesville residents

\$492,000 median Charlottesville home price

40+ # of vineyards in the region

Sources: U.S. Census Bureau, [redfin.com](https://www.redfin.com), City of Charlottesville, Charlottesville Albemarle Convention & Visitors Bureau




About Rivanna Authorities

Rivanna Water and Sewer Authority (RWSA) was created in 1972 by the City and County to provide wholesale water supply, water treatment, and wastewater interception and treatment for the City of Charlottesville and Albemarle County. RWSA's initial successes were in obtaining federal and state grants to improve wastewater treatment.

Within the past 10 years, significant capital investment has improved services to the community through a community water supply plan and significant wastewater system upgrades, while also focusing on environmental stewardship through initiatives such as advanced nutrient removal from wastewater, upgrading wastewater transmission to carry peak capacities during major storm events, and education initiatives that promote sustainability.

Rivanna Solid Waste Authority (RSWA) was created in 1990 by the City of Charlottesville and the County of Albemarle to assume operation of the existing Ivy Landfill, which later closed in 1998. RSWA provides recycling, solid waste, and household hazardous waste disposal services to city and county residents.

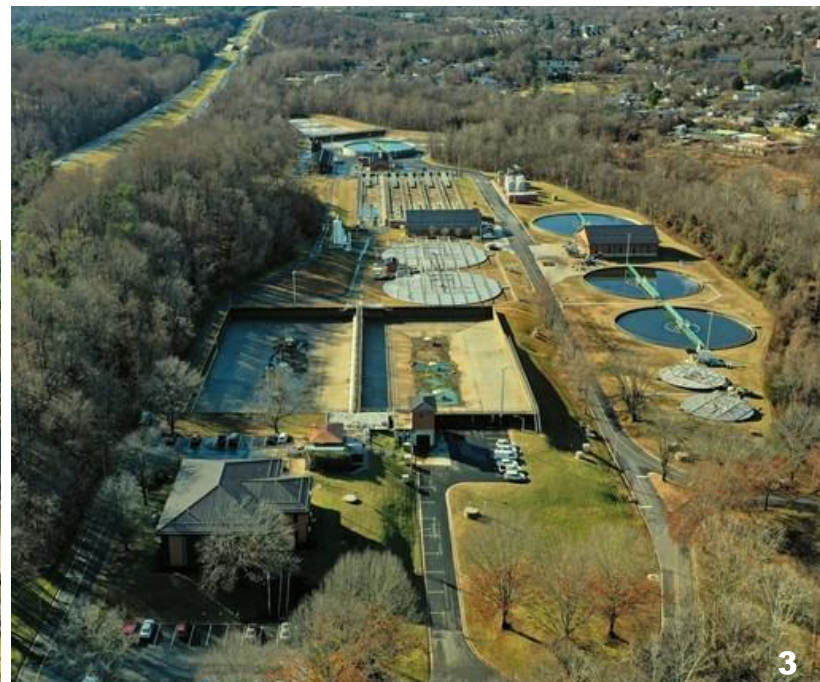
Rivanna Authorities' [2023 Strategic Plan](#) articulates 19 strategies across 5 priority areas:

-  *Communication and Collaboration*
-  *Environmental Stewardship*
-  *Workforce Development*
-  *Optimization and Resiliency*
-  *Planning and Infrastructure*

Ragged Mountain Reservoir Supply Increase

In the Winter of 2023, RWSA received approval to begin a project that will increase the water storage capacity of the Ragged Mountain Reservoir (shown on cover page) by 700 million gallons to a total of 2.1 billion gallons and raise the normal reservoir water level by 12 feet. RWSA expects to begin construction on this project in the summer of 2025.

Rivanna Authorities drinking water (left) and recovery and treatment facilities (right)



About the Deputy Executive Director

The Deputy Executive Director of the Rivanna Water & Sewer Authority (RWSA) and the Rivanna Solid Waste Authority (RSWA), otherwise known as the Rivanna Authorities, is responsible for providing strategic leadership and management support to the Executive Director, staff, and Boards of Directors of both Authorities on all issues pertaining to the Rivanna Authorities.

The Deputy Executive Director is primarily responsible for operations required under the 1972 Service Agreement (also known as the Four Party Agreement), which outlines the Rivanna Water & Sewer Authority's responsibility for the delivery of all water and wastewater operations and services to the Charlottesville / Albemarle community. This includes managing, supervising, scheduling, planning, organizing, and directing with respect to water/wastewater treatment facilities, collections/distribution systems, pump stations, customer service, contract operations, and ancillary administrative and financial activities in accordance with the Authorities standards, policies, and practices and in compliance with all federal and state regulations and applicable laws.

The Deputy Executive Director is also responsible for supporting the Rivanna Solid Waste Authority's operations in accordance with the 1990 Solid Waste Organizational Agreement, which outlines the Rivanna Solid Waste Authority's responsibility for the delivery of refuse and recycling operations.

The Deputy Executive Director leads and supports a staff of 132 employees across both Authorities. This position directly manages two RWSA Divisional Directors responsible for Operations & Environmental Services and Engineering & Maintenance. The Deputy Executive Director reports to the Executive Director of the Rivanna Authorities and will serve as the acting Executive Director during the Executive Director's absence.

The priorities of the Deputy Executive Director lie in five key areas:

Communication & Collaboration – Elevate awareness of the Authorities' impact and value through proactive communication.

Planning & Infrastructure – Address evolving needs by planning, designing, constructing, and maintaining dependable infrastructure and facilities on a strategic schedule and in a financially responsible manner.

Workforce Development – Attract, develop, and retain professional, highly-skilled, engaged, and diverse team members.

Optimization & Resiliency – Empower a culture of innovative and collaborative thinking that advances efficient operational processes, technology modernization, and risk mitigation.

Environmental Stewardship – Demonstrate and promote best practices in sustainability, resource conservation, and environmental education.

About the Deputy Executive Director

Duties

Specifically, the duties of the Deputy Executive Director are to:

- Oversee and support the safe, reliable, efficient, and cost-effective daily operations of the Rivanna Authorities which include water and wastewater treatment as well as refuse and recycling services.
- Create a shared vision, mission, and values; support the Authorities' five-year Strategic Plan; and identify progressive and ambitious goals with clear outcomes.
- Prioritize strategic plan initiatives and communicate them effectively.
- Build a culture that is collaborative across the organization, promotes effective project execution, values transparency, seeks innovation, and empowers employees.
- Plan, design, construct, maintain, and modernize critical infrastructure and technology to ensure sustainable service delivery at an affordable cost.
- Develop and maintain strategic partnerships with regional and local utilities and government officials.
- Develop a culture that retains a highly-skilled and dedicated workforce and attracts diverse talent.
- Foster and encourage professional growth and education for the Authorities' employees.
- Ensure that safety and training programs are designed and implemented.
- Actively collaborate with the community to promote, protect, and enhance a reliable, sustainable, and resilient environment.

Qualifications

The qualified candidate will have a bachelor's degree in Environmental Science, Engineering, Biology, Business Administration or related field as well as a minimum of fifteen years of progressively responsible experience in public, water, or wastewater treatment utilities; solid waste management; or related field, with at least five years in a senior or leadership role. A master's degree in Business, Public Administration, Engineering, Science, or other relevant field is preferred. Licensing and/or certification in Water/Wastewater Treatment, Accounting, Project Management, or other relevant field is also preferred.

About the Deputy Executive Director

Qualifications (cont.)

The qualified candidate will also demonstrate the following technical competencies in order to successfully carry out the associated responsibilities:

- **Utility Operations** – Has a solid understanding of water and wastewater treatment, recycling, landfill remediation, transfer station operation, and related infrastructure. Maintains systems capacity, reliability, resilience, and safety.
- **Project Administration** – Has a solid understanding of public infrastructure planning, design, and construction administration.
- **Financial Acumen** – Demonstrates an understanding of financial management to steer organizational direction and decisions. Oversees operational and capital improvement budget processes and implementation. Identifies cost effective approaches to provide services in a financially responsible manner.
- **Regulatory Knowledge** – Understands federal, state, and local laws and regulations that pertain to water, wastewater, and solid waste utilities. Anticipates regulatory changes by remaining current on new issues and trends in the industries. Manages utilities in compliance with government regulations.
- **Strategic Planning** – Develops, implements, and oversees the execution of a strategic plan for the Authorities which includes both short-term and long-term goals that align with the goals of the Board of Directors and the community.
- **Technology** – Supports and uses technology to manage processes and outcomes. Encourages the proactive use of current technology to achieve operational efficiency.
- **Environmental Stewardship** – Respects and promotes the preservation of natural resources and environmental sustainability. Develops solutions that are inclusive, sustainable, and resilient for the Authorities, the community, and the environment.
- **Political Acumen** – Understands the importance of and is skilled at engaging with and responding to the community and local government officials. Serves as a liaison between the Rivanna Authorities, the City of Charlottesville, Albemarle County, and the Albemarle County Service Authority.

To Apply

Rivanna Authorities is partnering with PoliHire to recruit the Deputy Executive Director. If you are interested in this position, please submit a cover letter and resume to rivannaws_dep_execdir@polihire.com. Please include only your name (Last, First) in the subject line when submitting these materials.