

Kingsbury

General Improvement District
Stateline (South Lake Tahoe), NV



Recruiting for a District General Manager

Located at Lake Tahoe, Kingsbury General Improvement District serves the Stateline Community. The district serves water, wastewater, roads and drainage as the public municipal entity within the Tahoe Township of Douglas County, NV.

Provides safe and reliable services for the public is the primary objective of the district with an advanced water treatment facility and robust capital programs to maintain roadways, collect sewage, and ensure drainage complies with the requirements to preserve the water quality in tributaries leading to Lake Tahoe.

The district is governed by an elected board consisting of five Trustees (elected at-large within the district). The district retains professional engineering, audit and legal support from outside private services.

The district is the municipal service provider and seeks a municipal manager with knowledge, experience and education to provide a high level of service and be a member of the community.

The District

The district is a public agency primarily engaged in water production & distribution, wastewater collection, and road maintenance functions within its boundaries.

The district is one of the larger agencies within the County and often is the leading voice from Nevada within the Tahoe Basin. The district provides services to 3,000 homes.

The Position

The position of General Manager for the Kingsbury General Improvement District is responsible for all aspects of the district, including the successful day-to-day operations, financial management, compliance, short- and long-term planning. She or he will have extensive working knowledge of all factors pertaining to the district including administrative and field operations. However, the successful applicant should have advanced experience and knowledge within one or more specific areas of the district. These could include administration, finance, engineering, operations, legal or regulatory compliance.

Experience in local government to include governing board relations, budgeting, policy development or intergovernmental relations is considered advantageous.

The incumbent is a contracted employee serving at the pleasure of the Board of Trustees.

The General Manager should be:

- ❖ A decision maker for all aspects of district services and operations
- ❖ Knowledgeable in all aspects of the district
- ❖ A team player developing others
- ❖ Leader by example
- ❖ Always flexible

The General Manager must:

- ❖ Prepare, implement and manage the district budget
- ❖ Ensure all safety policies and procedures are adhered with
- ❖ Lead, plan & implement administration, operations and capital programs
- ❖ Be professionally and technically proficient in core elements of the district
- ❖ Attend meetings of district, county, state and regional agencies
- ❖ Establish performance standards for in-house and contracted services
- ❖ Supervise district personnel, lead district negotiations and labor relations

- ❖ Ensure accountability and provide oversight of district programs respecting the fiduciary obligation to the citizenry
- ❖ Ensure the Board of Trustees are informed
- ❖ Be proficient in writing and oral communication, providing regular reports to the Board of Trustees and the public
- ❖ Establish priorities and be comfortable working with constrained resources
- ❖ Establish standards, monitor results and embrace adaptation

Education and Experience

Possession of a baccalaureate degree from an accredited college/university or an AA degree in one of the core areas required for district services or ten years of applied practical management with supervisory duties for budget and personnel responsibilities preferable in a local government with public works or utilities management oversight.

Compensation

The district offers a comprehensive benefit package, including health insurance, vacation, administrative leave, sick time, 13 paid holidays, membership in NV Pers, and a competitive salary commensurate with experience and qualifications. NV residents do not pay state tax on income earned from salaries, wages or similar compensation.

How to Apply

Please submit your resume by January 31, 2025 to Judy@kgid.org or paper format to: Judy Brewer, Kingsbury General Improvement District, P.O. Box 2220, Stateline, NV 89449

*A completed district application will be required once mutual interests are determined
Kingsbury General Improvement District is a drug free employer

