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REGIONAL WASTE
MANAGEMENT AUTHORITY
IS RECRUITING FOR AN
EXECUTIVE DIRECTOR

THE ORGANIZATION

The Regional Waste Management Authority (RWMA) is a Joint Powers Authority (JPA) formed by Yuba and Sutter Counties and the Cities of Live Oak, Marysville, Wheatland, and Yuba City. The JPA agreement was entered into for the purposes of providing reliable, economical, integrated, and environmentally sound waste management services to all of the residents, businesses, and organizations of the region, and was most recently amended effective November 1, 2021. Each of the six-member agencies contract with Recology for solid waste collection services. The RWMA also contracts with Recology Yuba-Sutter for the operation of the Yuba-Sutter Household Hazardous Waste Facility located at 134 Burns Drive in Yuba City which is owned by the RWMA.

The RWMA member agencies also entered into a Regional Agency Formation Agreement in 1995 for purposes of combining disposal and diversion quantities for determining compliance with the California Integrated Waste Management Act of 1989; to allow for the efficient operation of diversion programs on a region-wide basis; to develop the Regional Integrated Waste Management Plan including the Source Reduction and Recycling, Household Hazardous Waste, Non-disposal Facility, and Regional Siting Elements and any additional elements or plans that may be required.

In addition to working closely with Sutter and Yuba Counties and the Cities of Live Oak, Marysville, Wheatland and Yuba City, the RWMA also works with Recology (formerly Yuba-Sutter Disposal, Inc.) on many projects. Each of the counties and cities has entered into an exclusive franchise agreement with Recology Yuba-Sutter for the collection, recycling and disposal of municipal solid waste from each jurisdiction. Recology Yuba-Sutter owns and operates the Marysville Integrated Waste Recovery Facility, which includes a refuse transfer station, material recovery (recycling) facility, composting facility, buy-back recycling center and certified used oil collection center. Recology Yuba-Sutter also owns and operates the Ponderosa Transfer Station located in Brownsville in the Yuba County foothills. The Ostrom Road Landfill is owned and operated by one of Recology Yuba-Sutter's sister companies. The Yuba-Sutter Household Hazardous Waste Facility located in Yuba City is operated by Recology Yuba-Sutter under an agreement with the Regional Waste Management Authority.

THE POSITION

The Executive Director is an at-will position responsible for the overall operation of the JPA. The successful candidate will have the ability to develop positive relationships with the Board of Directors as well as staff. The Board, made up of six members, is looking for leadership skills in the areas of strategic planning that includes knowledge of current legislation and implementation of requirements to stay compliant. Critical to success is the ability to navigate relationships with staff, Board members from multiple agencies and effective communication with agencies who are members of the Authority.

Requirements include the ability to plan, organize, direct and review the overall activities and operations of the Regional Waste Management Authority; to advise and assist the Board of Directors and Technical Advisory Committee; to represent the Authority's goals and interests locally, regionally and at the State level; to provide leadership to the organization; and to coordinate activities with member agencies, outside agencies and organizations and the community.



Receives policy direction from the Board of Directors. Exercises direct supervision over assigned management, professional, technical and/or administrative support staff. The RWMA currently has the Executive Director and three support staff.

Key areas of responsibility for the staff include:

- Applying for and managing various grants.
- Administering all Member Agencies' collection agreements.
- Administering Household Hazardous Waste Facility Projects.
- Coordinating, administering, and/or implementing organic waste diversion and the related education and outreach requirements, monitoring, recordkeeping and reporting, and related enforcement.
- Conducting organic waste capacity planning.
- Coordinating and assisting member agencies with compliance CALGreen Code, Water Efficient Landscape ordinance, recovered organic waste product procurement and recycled content paper procurement.
- Compiling member agency reports and provision of reports to CalRecycle.
- Coordinating, administering, and implementing edible food recovery requirements (assessing existing capacity for edible food recovery, establishing a food recovery program, inspection of edible food generators, and education and outreach to all commercial edible food generators subject to SB 1383).

- Enforcing provisions of ordinances adopted by the RWMA through route reviews and inspections to determine applicability of waivers or violations, and to issue notices of violation.

The annual adopted budget for FY 2024/25 has total operating expenses of \$1,397,200.

MINIMUM QUALIFICATIONS

The following are the minimum qualifications for this position. Possession of these qualifications does not ensure that an applicant will be interviewed. Applications will be reviewed in comparison with all other applications received.

Education and Experience:

Any combination of education, experience, and training that would provide the best qualified candidates. A typical way to obtain the knowledge and abilities would be:

Experience:

Five years of increasingly responsible experience involving integrated solid waste management, a related field, or other complicated regulatory or technical professional experience.

Education:

Equivalent to a Bachelor's degree from an accredited college or university with major course work in environmental science, engineering, public or business administration, or a related field. Applicants with 2 years of college and significantly more experience than 5 years, the additional years of direct experience could be substituted for the Bachelor's degree.



License and Certificate:

- Possession of a valid California driver's license.

COMPENSATION & BENEFITS

Salary: Depends on qualifications.

The Regional Waste Management Authority offers a comprehensive benefits package for this position including:

- Health, dental, vision (reimbursement allowance), life (\$50,000 double indemnity), and long term disability coverage available to employee and dependents.
- Health insurance is provided at no cost for the employee and at 80% for dependent coverage for available plans (\$250 a month allowance if health insurance is waived in lieu of other coverage subject to limitations).
- A 401(a) Defined Contribution Retirement Plan offering dollar-for-dollar matching funds for voluntary employee contributions to the available 457(b) Deferred



Compensation Plan up to 7% of the base salary with a 20% annual vesting schedule in the employer share until fully vested at five years of employment or normal retirement age of 55 years old.

- Employer contribution of \$100 per month to the available 457(b) Deferred Compensation Plan.
- The agency participates in the Social Security system with an employer paid Medicare premium of 1.45%.
- 12 paid holidays per year.
- Paid Annual Leave (combined vacation & sick leave) program starting at 24 days a year (less than five years); 27 days a year (five to ten years); 30 days a year (ten to fifteen years); 33 days a year (fifteen to twenty years) and 36 days a year (at least 20 years) up to a maximum accrual of 48 days with a limited Annual Leave sell back program.

TO APPLY

To be considered for the position please submit a cover letter, detailed resume and five (5) work related references by **August 23, 2024** to:

Teri Silva
teri.silvamanagementgroup@gmail.com

For questions, contact Teri at the email above or call 831-419-4684.



Prepared for the Regional Waste Management Authority
by Municipal Resource Group, LLC (MRG).