

JOB POSTING-GENERAL MANAGER/CHIEF OPERATING OFFICER

Jefferson County Drainage District No. 6 is looking for a fulltime General Manager, serving as the Chief Operating Officer, to provide strategic leadership, oversight, and direction for the District in accordance with applicable federal and state statutes. The desired start date for this position is August 1, 2025.

How to Apply:

Candidates should submit a resume and cover letter. Please do not submit resumes and cover letters directly to the Jefferson County Drainage District No. 6 office.

Resumes and cover letters should be submitted to:

**J. Thad Heartfield
The Heartfield Law Firm
2195 Dowlen Road
Beaumont, Texas 77706.**

Or email your resume and cover letter in PDF format to thad@heartfieldlawfirm.com

Responsibilities:

The General Manager is expected to guide the District to achieve strong operating results while striving for growth and expansion in a fiscally responsible manner subject to the direction and approval of the Board of Directors. The successful candidate will be a proven leader that has held progressive leadership positions within highly matrixed environments. The General Manager position requires the ability to manage a large, labor-intensive workforce. It is preferred that the General Manager candidate possess experience in a public administration executive position where there is significant importance placed on collaboration with political officials; local, state and federal governmental entities; civic and business leaders; property owners, constituents, and the ability to manage a large labor-intensive workforce.

Additional Responsibilities Include:

- Coordinate all activities through subordinates.
- Prepare and direct financial activities, i.e. annual budget.
- Report to and advise Board of Directors on District operations, plans, and programs.
- Direct and coordinate activities of consultants.
- Coordinate with legal counsel in all land acquisitions and matters pertaining to state and federal legislation and regulations.
- Supervise the work of management and subordinates.
- Plan and organize grants and financing for flood control projects.
- Meet with other governmental agencies to coordinate ideas and projects.

- Meet with the public to identify drainage needs and develop positive public relations for the District.
- Give periodic talks to civic and service organizations regarding the activities of the District

Preferred Qualifications

- Experience in developing and implementing annual budgets to direct financial activities.
- Experience managing long-term investments
- Board level experience and a proven track record of success in working with Boards of Directors.
- Experience with both State and Federal Grants.
- Working knowledge of land acquisition.
- Experience in working with legal counsel.
- Comprehensive knowledge of the area and its watersheds.
- Experience with flood control and flood planning.
- College degree or higher. Equivalent relevant experience may be considered.
 - Emphasis will be placed on registered professional engineer with experience in financial management.

About Jefferson County Drainage District No. 6

Established in 1920, Jefferson County Drainage District No. 6 serves Beaumont, Bevil Oaks, China, Nome and the communities of Fannett, Northwest Forest, Hillebrandt Acres, Cheek and LaBelle as well as farm and timber land in Jefferson County, Texas. The District controls storm and flood waters from rivers, streams and ditches, and drains and reclaims overflowed lands.

The District is governed by a 5-member Board of Directors appointed by the Jefferson County Commissioners Court for 4-year terms. The General Manager/Chief Operating Officer reports to the this 5-member board.

The District services approximately 40% of northern Jefferson County, an area almost 1/2 the size of the state of Rhode Island. Within this area there are over 1091 linear miles of streams, ditches and outfalls, all under the jurisdiction and control of the District.

Since the inception of the District, Jefferson County has relinquished most of its flood control and drainage activities to the District for those properties located within the District's boundaries. All incorporated and unincorporated areas rely heavily on the District to provide outfall drainage and flood relief.

The District's responsibility consists of maintaining and constructing large outfalls, cutoffs, gullies, streams and bayous that accept runoff collected through municipal and other local drainage systems and transport it out of the area. This is accomplished using a Master Drainage Plan which utilizes channelization and detention techniques to relieve flooding in critical areas.

In addition to the above, the District carries out daily preventive maintenance which includes grass and weed cutting, application of herbicides in agricultural areas, ditch cleanouts, care of concrete linings, earthen channel rectification and many other activities which protect and improve the environment.

The District employs 90 permanent employees and approximately 68 temporaries. The District has a budget of approximately \$39 million. The tax base has a \$19,235,619,668 market value, with \$ 14,613,281,327 taxable. Currently, the District has grant awards totaling over \$110 million.