

County of Hyde
Water and Flood Control Coordinator
Department: Planning & Economic Development

GENERAL DEFINITION OF WORK:

The Water and Flood Control Coordinator will work to achieve the primary goal of protecting our residents, homes, businesses, infrastructure, schools, farm land and tax base from the effects of flooding and saltwater intrusion and coordinates the creation, operation and management of water control, drainage and flood control systems through hazard mitigation projects, identification of funding sources, and emergency response plans.

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

The Water and Flood Control Coordinator will work to ensure that a primary system of canals and natural waterways connects to drainage districts and smaller neighborhood and farm systems to effectively manage floodwaters during heavy rain and tide events.

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Facilitates relationships between the county, drainage districts, sanitary districts, local residents, property owners, business owners, farmers, in addition to state and federal agencies.
- Serves as a project manager for new and existing water management projects protecting neighborhoods, critical infrastructure and facilities and land resources.
- Develops and improves flood control and water management strategies.
- Develops strategies to improve adaptive capacity and respond to changes in water levels through planning and implementation.
- Assists stakeholders working towards shared water management goals by providing resources, and technical assistance in regard to engineering, permitting and project management.
- Coordinates with Hyde County Emergency Management and state and federal agencies during emergency events and crisis management.
- Coordinates with Hyde County Emergency Management and state and federal agencies before and after emergency events to ensure proper procurement standards are followed and that contracts for emergency services are properly maintained.
- Works with existing and new drainage organizations in regard to organizational structure and district formation.
- Develops operation and maintenance plans for water management systems that coordinate with and enhance county hazard mitigation plans and land use plans.
- Coordinates the development of watershed management plans and a county-wide comprehensive water management plan.
- Coordinates the implementation of recommended goals and strategies through complex project management.

KNOWLEDGE, SKILLS AND ABILITIES:

General knowledge of the practices, methods, and techniques of agriculture and forestry operation, general knowledge of planning and application of flood control and water management techniques and development activities; thorough knowledge of the geographic layout of the County; thorough knowledge of the drainage districts of the County; skilled in the use of geographic information systems

and work-related computer software packages, office equipment, and other technology used to perform position duties; ability to research, compile, analyze, and present information and recommendations; understanding of the regulatory permitting process on both the federal and state levels; ability to communicate effectively orally and in writing; excellent interpersonal skills.

EDUCATION AND EXPERIENCE:

Any combination of education and experience equivalent to graduation from high school supplemented by college-level course work in engineering, agriculture, construction management, environmental, or natural resources sciences or related field and experience in agriculture, forestry, or implementation of soil conservation practices.

PHYSICAL REQUIREMENTS:

Medium work requiring the exertion of up to 50 pounds of force occasionally, and/or 20 pounds of force frequently; work requires stooping, kneeling, reaching, standing, walking, pushing, pulling, lifting, grasping and feeling; vocal communication is required for expressing or exchanging ideas by means of the spoken word; operation of motor vehicles, neatness and thoroughness of work and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, and extreme cold.

SPECIAL REQUIREMENTS:

Possession of a valid North Carolina driver's license. Access to a personal vehicle for use at work.

Excellent benefits package. Salary Grade 71. Submit application to HR Director, PO Box 188, Swan Quarter, NC 27885 by March 3, 2017. A detailed job description is available at www.hydecountync.gov/employment. Hyde County is an EOE.