



# SVCW

Silicon Valley Clean Water

One Drop at a Time

## GENERAL MANAGER



**BOB MURRAY  
& ASSOCIATES**  
EXPERTS IN EXECUTIVE SEARCH

# THE COMMUNITY & AGENCY

Silicon Valley Clean Water (SVCW) plays a vital role in ensuring that wastewater is properly conveyed and treated for the communities of Belmont, Redwood City, San Carlos, and the West Bay Sanitary District. Serving over 220,000 residents and businesses, SVCW has been a key player in environmental stewardship since its establishment in 1975.

SVCW is an advanced treatment facility, which became operational in 1982. The Agency demonstrates a commitment to both innovation and sustainability in wastewater management. The organization's focus on environmental responsibility ensures that the treated wastewater meets high standards, to protect public health and the local ecosystem.

SVCW has a well-established and organized structure, reflecting its commitment to effective governance, innovation, and community engagement.

## GOVERNANCE AND MANAGEMENT

**Commission Structure** – SVCW is governed by a four-person Commission consisting of appointed Council Members from each member city (Belmont, Redwood City, San Carlos) and a Board Member from the West Bay Sanitary District. The Commission holds monthly meetings setting agency policy.

**Management Team** – The SVCW General Manager, supported by a Senior Management team of three key leaders (Assistant Manager/CFO, Authority Engineer, Chief Operating Officer), oversees operations across Business Services, Technical Services, and Operations & Maintenance departments.

**Staffing** – With 89 full-time positions, SVCW continues to fill vacancies spurred by succession planning, retirements and ongoing recruitment efforts.

**HR, Business Operations, and Safety** – Key HR and safety roles (Human Resources Director, Business Operations Associate, Health and Safety Director) report directly to the General Manager.

## STRATEGIC INITIATIVES AND COMMUNITY ENGAGEMENT

**Capital Projects** – SVCW recently completed a significant construction project for their conveyance system and preliminary treatment, valued at \$589 million. The organization updates its Capital Improvement Program (CIP) regularly, with a 10-year CIP budget of \$358 million. The most recent update was approved in February 2025.



**Strategic Plan** – The Commission adopted a 5-year Strategic Plan for 2024-2029 with key priorities of **Safety, Regulatory Compliance, and Sustainability**.

**Community Involvement** – SVCW fosters strong ties with the surrounding Redwood Shores community, regularly providing updates through the RSCA newsletter, The Pilot, and participating in annual RSCA meetings.

## INNOVATION AND PARTNERSHIPS

**Collaborations** – SVCW's reputation as an industry innovator is bolstered by its partnerships with top universities (Stanford, UC Berkeley, Colorado School of Mines) and entrepreneurial companies. This collaboration further enhances the wastewater sector's knowledge base and resources.

**Energy Recovery** – SVCW has implemented a robust energy recovery program, aligning with its sustainability goals and ensuring the efficient use of resources in wastewater treatment.

SVCW's focus on **safety, regulatory compliance, and sustainability** reflects a forward-thinking approach, ensuring that they remain an industry leader in wastewater treatment and community responsibility.

## THE POSITION

Under general guidance of the Commission the General Manager serves as the chief executive officer of the Silicon Valley Clean Water (SVCW) with responsibility for developing and meeting the mission and vision of the agency. This position is responsible for all operational, fiscal, technical, and administrative functions related to the treatment plant, conveyance system, and related facilities. Essential duties and responsibilities include but are not limited to the following:

- Acting within the highest ethical standards befitting the chief executive officer of the agency.

- Making policy, procedure, budget, personnel and technical recommendations to the Commission regarding SVCW business.
- Developing, with the Commission, SVCW's strategic plan and implementing its priorities and actions.
- Creating the mission and vision for SVCW and fostering the environment to achieve each.
- Providing a wide variety of information to the Commission regarding SVCW business.
- Ensuring operational effectiveness of the SVCW facilities and processes to meet all permit and regulatory requirements.
- Ensuring safe practices are established and followed and cultivates a strong safety culture.
- Ensuring proper maintenance and asset management techniques and procedures are utilized.
- Establishing and implementing effective business procedures and practices, including budgeting, purchasing, accounting, information systems, and training.
- Managing development and administration of the SVCW budget.
- Interacting with the SVCW Controller and Treasurer to ensure proper accounting and management of SVCW funds.
- Managing development, administration and implementation of SVCW's Capital Improvement Program.
- Preparing and maintaining reports and records.
- Interacting with SVCW Legal Counsel and outside Counsel to coordinate legal matters pertaining to the agency.
- Executing contracts for services, supplies, capital items, property and maintenance.
- Providing strong leadership to SVCW staff.
- Acting as final authority for salaries, hiring, firing, and disciplinary actions.
- Managing Union relations and negotiations.
- Negotiating permit requirements with regulatory bodies.
- Representing SVCW before JPA agencies, business and community groups, public agencies, professional organizations and regulatory bodies.
- Responding to outside inquiries from the public, including journalists and news organizations.
- Exercising emergency authorities as specified by the JPA.
- Performing a variety of other duties as assigned.



The General Manager requires knowledge of SVCW policies and procedures along with laws, codes, and regulations governing wastewater conveyance and treatment plant operations and maintenance. Keeping informed with the most effective and efficient wastewater operations and maintenance practices are vital to this position. The incumbent will possess knowledge of safety and environmental policies, practices, laws, and procedures. Capital Improvement Program development and implementation practices are required.

## THE IDEAL CANDIDATE

Silicon Valley Clean Water is seeking a strong leader and strategic thinker to serve as the next General Manager. The ideal candidate will be politically astute with a customer service mindset. A firm, but fair decision-maker who is transparent and approachable is desired. Through strong leadership and high ethical standards, the incumbent will serve as a role model and mentor to staff by encouraging professional growth, development, and training. The General Manager will be open, honest, respectful, and loyal. The successful candidate will be an innovative and visionary leader with a focus on the future of SVCW. The incumbent will possess a management style that emphasizes teamwork, accountability, participation, communication, and collaboration. The next General Manager must be professional, responsive, and committed to creating a positive working environment where the sharing of information, ideas, and feedback is encouraged and supported. Individuals who have experience with budgets and planning are highly desired. The

ideal candidate will be a creative problem solver who is able to identify key issues in complex situations, evaluate options, and initiate strategies for resolution

Successful candidates will have the ability to lead, organize, and set strategic objectives for a successful and high-functioning organization. Knowledge of utility management, including maintenance management, budget preparation, and monitoring is required. Candidates with the ability to respond effectively to sensitive inquiries and communicate clearly and concisely will do well. Any combination of education and experience that demonstrates possession of the requisite knowledge, skills and abilities. A typical way to obtain these would be:

- Bachelor's degree from an accredited college or university in a related field with coursework in engineering, chemistry, business, public and/or financial management administration, a master's or professional degree is preferred.
- Ten (10) years' experience in a wastewater treatment agency or related organization including five (5) years of executive management level experience.
- Professional Engineering License in the state of California, Wastewater Treatment Plant Operator Grade V, Mechanical Technologist, Grade V, or Certified Public Accountant certification with at least five (5) years management level experience in a similar facility while possessing one or more of the above.

Possession of a valid California Class C driver's license or equivalent and an acceptable driving record defined by SVCW's Driving Eligibility Standards is required.

## COMPENSATION

The annual salary for the General Manager is \$410,481 - \$451,529; salary is dependent upon qualifications and experience. SVCW offers a competitive benefits package including but not limited to the following:

- **Medical Insurance**
- **Dental Insurance**
- **Vision Insurance**
- **Life Insurance**
- **Long Term Disability Insurance**
- **Paid Leave**
- **Holidays**
- **Vacation**
- **Retirement**



## TO APPLY

If you are interested in this outstanding opportunity, please apply online at:

[www.bobmurrayassoc.com](http://www.bobmurrayassoc.com)

**Filing Deadline:**

**April 1, 2025**

Following the closing date, resumes will be screened according to the qualifications outlined above. The most qualified candidates will be invited to personal interviews with Bob Murray & Associates. A select group of candidates will be asked to provide references once it is anticipated that they may be recommended as finalists. References will be contacted only following candidate approval. Finalist interviews will be held with Silicon Valley Clean Water. Candidates will be advised of the status of the recruitment following selection of the General Manager.

If you have any questions, please do not hesitate to call Ms. Valerie Phillips at:

(916) 784-9080

