



Job Posting

Position: Executive Director

Applications Due: December 8, 2023

About TAGD

Texas Alliance of Groundwater Districts (TAGD) was formed in 1988 as an education-based 501(c)(3) to provide Groundwater Conservation Districts (GCDs) an opportunity to exchange ideas and develop dialogues on groundwater management. Its membership consists of GCDs with the powers and duties to manage groundwater as defined in Chapter 36 of the Texas Water Code (voting members), and organizations or individuals that work in the groundwater sector (associate members).

TAGD works to promote and support sound management of groundwater based on local conditions and good science. TAGD provides educational and technical resources to its members, serves as a resource on groundwater issues with state officials, assists members in keeping current with state law, and is a central point of contact for information on groundwater issues and practices. TAGD also provides members with an efficient means of communicating and exchanging information on the day-to-day management of local groundwater resources. TAGD members form a network of valuable technical and operational experience and knowledge, and TAGD works to represent that experience in statewide dialogues.

About the Position

TAGD seeks a highly motivated professional to lead the Alliance in coordinating, communicating and supporting the membership and its policies. The Executive Director administers and manages TAGD's overall activities, hire and supervise TAGD staff, act as TAGD's spokesperson, represent GCDs and groundwater management in educational efforts, oversee programs and events, and provide strategic direction and guidance to the Alliance.

The Executive Director serves as a primary point of contact for the membership, the Legislature, state agencies & related organizations across Texas. The Executive Director is responsible for supervising and guiding TAGD staff in the fulfillment of their duties and for ensuring that TAGD's bylaws and policies are followed. The Executive Director works closely with TAGD's committees to develop programs, events, policies and resources.

Primary Roles and Responsibilities

- Promote sustainable groundwater policies as defined by Chapter 36 Texas Groundwater Code.
- Work closely with policymakers during Texas State legislative and interim sessions to make recommendations on legislation and policy affecting groundwater management and district operations.
- Develop agendas, priorities, and strategies that support and advance the goals and objectives of the Alliance.



- Strengthen relationships with state and local decision-makers and water stakeholders who have an interest and need in protecting and conserving Texas groundwater.
- Supervise day-to-day operations, programs, members services, and events/meetings of the organization.
- Manage budgeting and finances of the organization in coordination with the Treasurer and the Finance and Budget Committee, in compliance with TAGD's financial policy.
- Coordinate all committees as defined by the bylaws.
- Regularly communicate to the Executive Committee, the membership, and the public, as appropriate, regarding organizational initiatives and other relevant matters.

Desired Qualifications and Skills

- Undergraduate degree required & master's degree preferred in a related field.
- Experience in Texas Groundwater policy.
- Minimum of two years of management and supervisory experience, including managing workloads, priorities and deadlines of staff and outside professional services.
- Demonstrated ability to set and achieve objectives in a timely manner, build relationships, and manage budgets effectively.
- Ability to objectively advise state regional and local policymakers while promoting the public's interest fairly.
- Strong written and verbal communications skills and the ability to engage with and facilitate diverse stakeholders.
- Positive attitude while being action-oriented, adaptable, passionate and compassionate for the needs of the groundwater community.

Application & Benefits

TAGD is an equal opportunity employer. Salary will be commensurate with experience, and includes health care and retirement contributions. TAGD's office is located in SW Austin and this employee is expected to work in Austin either at the office or with a hybrid schedule.

Please submit a cover letter, resume, three references and a work-related writing sample (electronically) by COB on **December 8, 2023** to:

David Bailey david_metgcd@att.net
President, Texas Alliance of Groundwater Districts
P.O. Box 477
Madisonville, TX 77864

It is anticipated that interviews for this position will be held in Austin during the week of December 18, 2023.