



VENTURA REGIONAL SANITATION DISTRICT

invites your interest in the position of

Director of Operations



Recruitment Services Provided by Ralph Andersen & Associates

The Opportunity

The Ventura Regional Sanitation District (VRSD), based in Ventura County, California, is seeking an experienced, service-oriented professional to serve as its Director of Operations. This individual will contribute across the organization as a valued member of the executive team and will be appointed by, and work under, the direction of the newly appointed General Manager.

The ideal candidate for consideration will have demonstrated management and operations experience and be capable of implementing the General Manger's objectives in addressing the integrated waste treatment and disposal services to its contracted cities, special districts, and other agencies in Ventura County.



Organizational Overview

The Ventura Regional Sanitation District was founded in 1970 as an independent California Special District specializing in public waste management. Organized pursuant to the County Sanitation District Act of the California Health and Safety Code, the District provides a full range of services, including integrated waste treatment and disposal services to agencies in Ventura County.

District governance is provided by a nine-member board of directors appointed by their respective agencies. The governing board of the District consists of eight members appointed by eight of the ten cities within Ventura County (cities of Moorpark and Simi Valley not represented) and one member appointed by a committee of the Ventura County Special Districts Association.

The largest operation managed by the District is the Toland Road Landfill, which is located in a confined V-shaped canyon four miles east of Santa Paula, and four miles west of Fillmore. The landfill receives approximately 1,400 tons of Municipal Solid Waste per day. Over the years, the District has been able to keep tipping fees competitive with other landfills within the region.

Mission Statement

The Ventura Regional Sanitation District is a non-tax supported public agency providing sanitation services. We offer the highest quality service at the lowest possible cost for our customers, and we will provide solutions by involving our staff, our customers, and our community.

Organizational Overview *continued*

In addition to operations at the Toland Road Landfill, VRSD is responsible for post closure maintenance and monitoring at several closed landfills. These activities include landscaping, irrigation system installation and maintenance, gas extraction, and groundwater monitoring.

The District is also responsible for management, operation, and maintenance of water and wastewater facilities and equipment throughout Ventura County. Both the District and participating agencies benefit from economies of scale made possible by the sharing of District expertise and resources. Work is performed under fully reimbursable contracts. The District provides water & wastewater services primarily to agencies that entered into five-year service agreements with the District. Agencies served include Saticoy Sanitary and Camrosa Water Districts; the cities of Santa Paula and Thousand Oaks; Cabrillo HOA and Malibu Bay Club HOA, and the County of Ventura.

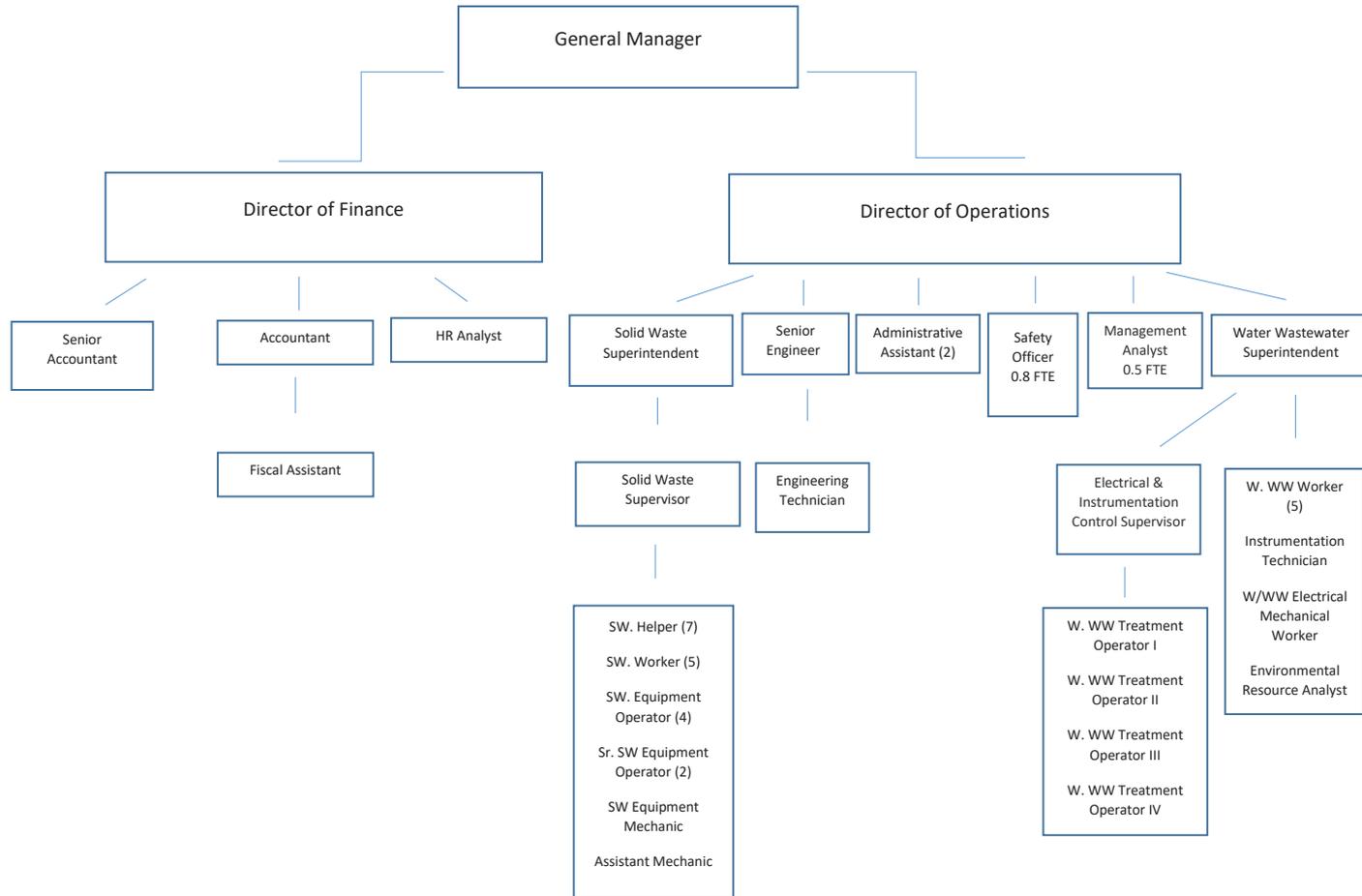
Specialized services the District provides include sewer line cleaning and inspection; electrical and instrumentation repair; manhole inspection; environmental monitoring; wastewater plant operation and maintenance; and administrative and customer service support.

In 1999, the District voluntarily discontinued the utilization of property taxes as a source of operational funding. The District is fully funded through user fees and contracted services. This transition has resulted in the District operating much like a private sector organization with a strong emphasis on efficiency and a focus on the bottom line.

The District employs 48 FTEs and has an annual budget in excess of \$20 million. The capital budget for Fiscal Year 2025 is \$4 million. The District is in good financial condition and has been prudent in utilizing long-term debt financing. The District operates strictly on an enterprise basis, exclusively receiving all of its funding sources from charges for services.



Organization Chart



The Position

Reporting to the General Manager, the Director of Operations is responsible for planning, managing, overseeing, and directing the services of the Operations Department including solid waste, engineering, water and wastewater and coordinating department activities with other District officials and outside agencies. Additionally, the position provides highly responsible and complex management support to the General Manager.

The Director of Operations is directly responsible for all operational aspects of the Operations Department and manages two distinct divisions, Solid Waste and Water/Wastewater, with 25 and 16 FTEs, respectively.

Leading a combined staff of approximately 41, the Director of Operations has the following specific responsibilities:

- Assumes full management responsibility and leadership for the Operations Department and acts as a key member of the executive team.
- Directs, plans, and coordinates the development and implementation of Departmental and District goals, objectives, policies, and priorities.
- Identifies opportunities for optimizations and efficiency and develops, directs, and implements changes.
- Manages the Operations Department budget including the forecasting of funds needed for staffing, resources, equipment, and/or supplies and directs the monitoring and approval of expenditures.
- Represents the Operations Department to the Board of Directors, outside agencies and organizations, and/or community groups.
- Review engineering, environmental and operational reports and recommendations prepared by staff and consultants.
- Provides complex staff assistance to the General Manager which includes, but is not limited to, overseeing the procurement of services provided by consultants and contractors and writing board letters to the Board of Directors on operational and regulatory compliance matters.
- Acts on behalf of the General Manager and performs related duties as required.

Challenges and Opportunities

The most significant challenge facing the District lies in the long-term solid waste disposal needs of the County's residents and businesses. Permitted to operate until filled to the approved elevation of the 1996 CUP from the County of Ventura, the Toland Road Landfill is projected to reach that capacity in 2035. A major area of focus for the new Director of Operations will be assisting in the effort to explore obtaining waste disposal capacity for Ventura County residents past the day when the Toland Road Landfill is projected to be filled. This effort will involve technical, environmental, regulatory, and long-term financial analyses in cooperation with regional stakeholders and local governments.

In addition to providing leadership in Solid Waste Operations, it is also important that the District continue to provide excellent services to the agencies that receive specialized water and wastewater services. The Director of Operations will need to ensure the District continues to provide quality services into the future. This will require that District employees stay current with State and Federal water and wastewater regulations.



The Ideal Candidate

The Director of Operations is responsible for managing District operations, including solid waste and water and wastewater operations, engineering, training, safety, and related administrative and support activities.

The next Director of Operations must be experienced, well-qualified, and highly ethical. The following traits will be key ingredients for success:

- The highest level of leadership is needed to continually evolve the organization to higher levels. The ability to see and understand the horizon as well as the current reality is key, along with the highest ethics and the courage to make tough decisions.
- The next Director should also be innovative and forward leaning, while coaching and mentoring members of the team. A compassionate and humble approach will align with the organization's culture.
- The ideal candidate will have the ability to understand and bridge the direction of the Board with the needs and desires of the workforce. In this capacity the next Director will communicate in a manner that effectively carries in a straightforward and calm approach.
- With a knowledgeable and qualified team, the next Director of Operations will quickly learn that most of the solutions to problems can be found within the organization. Through empowerment and support for innovation the next Director will fully realize the capability of the team.
- Good listener, strong negotiator on the District's behalf, and excellent long-term planner.



Experience and Education



The Director of Operations will be chosen on the basis of his or her executive and management qualifications. Any combination of education or experience that would provide the required knowledge and abilities is qualifying. A typical way to obtain the requisite knowledge and abilities would be as follows:

A Bachelor's degree from an accredited college or university with major course work in business, construction management, public administration, civil engineering or a related field; and at least eight years of relevant professional experience including two years of supervisory or management experience within a governmental agency or within the solid waste disposal or water/wastewater industry. A Master's or professional degree is desirable.

A Class C California driver's license is required, and certificates or licenses in wastewater collections and treatment, water distribution, solid waste management, and/or civil engineering are desirable.

Compensation

The salary range for this position is \$175,518 to \$214,163. The actual starting salary will be based on the competitive labor market and the successful candidate's qualifications and experience. Applicants should note that the District is undertaking classification and compensation studies for all District positions that could ultimately affect the salary range for this position.

The District offers an attractive and competitive benefits package that includes but is not limited to retirement benefits offered through the Ventura County Employees Retirement Association (Reciprocal with CalPERS); comprehensive medical, dental and vision; paid holidays, vacation and sick leave are offered as comprehensive annual leave; professional development expense allowance; and deferred compensation.

Click the [link](#) for more details on Benefits offered by the District.

To Apply

This is a confidential recruitment and will be handled accordingly throughout the various stages of the process. Candidates should be aware that references will not be contacted until mutual interest has been established.

Candidates are encouraged to apply immediately, with the recruitment closing on **Monday, June 9, 2025**. Candidates should submit a comprehensive résumé and a compelling cover letter immediately via email to: apply@ralphandersen.com. Confidential inquiries should be directed to Mr. Fred Wilson, Ralph Andersen & Associates at (916) 630-4900.

<https://www.vrsd.com>