

**Position Title: Storm Water Engineering Manager; Parttime (20 – 25 hours/week)**

Position Summary: The Storm Water Engineering Manager (SWEM) shall serve as the City's coordinator for the Storm Water Management program. The SWEM directs, coordinates, and manages the activities and operations of the Storm Water Implementation plan, the Storm Water Master Plan and subsequent updates.

Supervisory Responsibility: None

Reports To: The Director of Public Works

Duties and responsibilities include, but are not limited to:

Manage and oversee the Storm Water Management program for the City of Ladue including, but limited to:

- Pre-engineering project management of individual storm water projects including scheduling neighborhood meetings and issuing and obtaining the letters of intent
- Managing the procurement of engineering services for the design and construction engineering of storm water projects included in the implementation plan and emergency storm water projects that arise
- Serve as the City's project manager during the design, right-of-way, and construction phase of storm water projects
- Oversee updates to the Storm Water Master Plan, Heat Map, and Implementation Plan
- Oversee the data management in GIS for the Storm Water program

Serves as primary staff liaisons to the Storm Water Advisory Committee including preparing technical materials for the SWAC and attending the SWAC meetings.

Investigates storm water citizen complaints

Stays apprised of new trends and innovations in the field of storm water management design and construction and makes recommendations to City Planner, Building Commissioner, and Director of Public Works for implementation of related practices, ordinances, and development standards for storm water management.

Develops and maintains effective communication and strong connections with Ladue residents and elected officials, business owners, Building Division staff, and the community at large.

Assists the Director of Public Works with preparation of the annual Storm Water budget. Monitor storm water project budgets and expenditures to ensure adherence to approved budget and purchasing regulations.

Assist the Director of Public Works as needed and directed on other duties or special projects including but not limited to the development of bid packages for pavement maintenance projects and small facility projects.

**Minimum Required Education, Training and Experience**

Bachelor of Science in Civil Engineering or another engineering field.

Professional Engineering license in the State of Missouri, issued by the Board for Architects, Engineers, Land Surveyors & Landscape Architects

Minimum of 5-years extensive experience as an engineer working on projects related to water resources.

Must have and maintain a valid Missouri driver's license.

**Physical Demands:**

Hearing, seeing, speaking.

Walking, standing, bending, stooping, kneeling, reaching above shoulder level, crouching and/or crawling. Can expect to be called at any time regardless of time or weather conditions. Position could involve being around moving machinery, and requires wearing personal protective equipment.

**Mental Demands:**

Having contact with customers: residents, business owners, contractors, developers, engineers, architects, realtors regarding permits and due diligence, zoning, code compliance, and other aspects of the Building Division.

Ability to make decisions under pressure.

Self-starter; able to manage work load independently.

Communicate verbally and in writing to peers and customers.

**Desirable Knowledge and Skills:**

Thorough knowledge of engineering principles, practices, and design related to storm water management and municipal engineering.

Ability to read construction plans and other technical drawings and specifications.

Ability to establish effective working relationships with residents, developers, property owners, contractors, engineers, architects, city employees, and the public and enjoys interacting with people.

**Compensation Range:**

Starting Range: \$37.61 - \$46.07/hour, depending on qualifications

