



HELP WANTED: Experienced Leader Needed

The Mid-Ohio Water Sewer and District is a regional, customer-focused, community-invested utility providing water and sewer services to members of the Plain City, London, and Madison County communities.

Are you a natural leader with a proven track record of motivating teams and driving results? We're looking for a dedicated, dynamic individual to step into a leadership role within our growing organization.

Position: Assistant Director

Location: Madison County, Ohio

Type: Full Time Exempt

Salary: \$105,000 to \$136,000 per year + benefits

Responsibilities:

- Lead and inspire a team to meet and exceed MOWSD's overall business and development goals
- Manage daily technical operations and ensure that MOWSD meets the highest standards of service/product delivery
- Work with area political leaders, government officials, members of the public, real estate developers and property owners, industry and trade groups, and other public and private entities and strategically, tactically, and operationally assess and navigate the needs of each
- Communicate on behalf of MOWSD, represent MOWSD in public meetings, and report to MOWSD's stakeholders
- Solve problems proactively while envisioning future growth

Requirements:


- Minimum 5 years of leadership experience (e.g., supervisory, managerial, team lead)
- Strong communication and interpersonal skills
- Ability to prioritize, delegate, and manage effectively
- Desire and ability to learn the technical details of water and sewer management
- Results-driven with a focus on continuous improvement
- College degree preferred, particularly with a focus in public administration, business management, public finance, or similar

- Experience in a government leadership position (city, municipal, or county-level management) or in a private leadership position with experience interfacing with government preferred

Why Join Us?

- You'll be joining a new and unique organization, and you'll have the opportunity to shape its future
- Supportive and growth-oriented environment
- Opportunity for advancement
- Robust benefit package
- Be part of a team that values innovation, respect, and excellence

If you're ready to lead with impact, we want to hear from you!

 **Apply today by sending your resume and a brief cover letter to the District Director at tom.taylor@midohiowsd.gov. The deadline to receive resumes for this position is May 29, 2025.**

MID-OHIO WATER AND SEWER DISTRICT
Position Description
Assistant Director

The Assistant Director is directly accountable to the District Executive Director and will be responsible for technical and administrative tasks to assist in ensuring the goals, as developed by the Board, are successfully achieved. The position will work with a variety of stakeholders, including government agencies, District partners, developers and the general public, to provide excellent customer service and work with the individual stakeholders to understand how the District may provide utility services to meet current and future customer demands.

DUTIES AND RESPONSIBILITIES:

- Assist in the development of District staff, provide oversight in the day-to-day operations of the District.
- Supervise assigned staff effectively, including selection, performance management, employee relations, training, prioritizing and assigning work and related activities.
- Monitor all current regulations, new laws, precedent decisions and directives that may impact water and wastewater regulations.
- Assist in enforcing the policies and procedures of the water and wastewater facilities and prepare and recommend changes or modifications as needed.
- Work with area political leaders, government officials, members of the public, real estate developers and property owners, industry and trade groups, and other public and private entities and strategically, tactically, and operationally assess and navigate the needs of each.
- Assist in monitoring District budgets, preparing appropriate reports including annual financial statements and reviewing requests for purchase of supplies and equipment to assure proper budget management and efficiencies.
- Work with the District's Board of Trustees and Executive Director to assist in providing strategic vision and forward-focused leadership of the District.
- Ensure the District provides excellent customer service and assist in creating and implementing policies and procedures to improve the customer experience.
- Assist in managing capital improvement programs, including expansion of water and sewer systems and infrastructure.
- Assume responsibilities of the District Executive Director in their absence.

CRITICAL SKILLS/EXPERTISE:

- Effective leadership skills
- Integrity and honesty
- Ability to maintain effective working relationships
- Strong communication skills
- Energetic and self-motivated
- Ability to train, motivate and supervise effectively.

- Ability to plan, organize and complete assigned tasks in a timely fashion.
- Ability to analyze and prepare complex reports.
- Flexible approach to problem-solving
- Effective negotiator

MINIMUM QUALIFICATIONS:

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- Strong communication and interpersonal skills
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- Desire and ability to learn the technical details of water and sewer management
- Results-driven with a focus on continuous improvement
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