



**Position Profile**  
**General Manager**  
**Miami Conservancy District**  
**Dayton, Ohio**

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**The Organization**

The Miami Conservancy District (“MCD”) is a political subdivision of the State of Ohio organized in 1915 to develop and implement a plan to reduce the effects of flooding and conserve water for beneficial public uses. MCD’s mission statement reads: “Protecting lives, property and economic vitality within the Great Miami River Watershed through an integrated and balanced system that provides unfailing flood protection, preserves water resources, and promotes enjoyment of our waterways.” MCD is a respected and valued leader, employer, provider and partner in flood protection, water stewardship, and recreation. MCD is organized pursuant to Chapter 6101 of the Ohio Revised Code.

MCD is one of the largest and among the oldest conservancy districts in the State of Ohio and covers all or portions of 9 counties in the southwest portion of Ohio. MCD is divided into a Main District (flood protection) and two subdistricts – the Aquifer Preservation Subdistrict (water stewardship) and the River Corridor Improvement Subdistrict (recreation).

- **Main District** is responsible for an integrated flood protection system that significantly reduces flood risk from the Great Miami River in cities from Piqua to Hamilton. MCD developed and built the system of five dry dams, along with 55 miles of levee; and preserved thousands of acres of floodplain.
- **Aquifer Preservation Subdistrict** supports stewardship of the region’s water resources, protecting and improving the quantity and quality of water for people living and working within the Great Miami River Watershed. MCD’s non-regulatory role focuses on technical data, analysis, and expertise. MCD collaborates with elected officials and community leaders, providing them with valued insight to support the region’s overall health, vitality, and growth.
- **River Corridor Improvement Subdistrict** was created to enhance public use and enjoyment of river corridors utilizing improvements, amenities, and activities within and along the river corridors. More than 40 years ago, MCD built the first 8-mile bike trail loop in downtown Dayton – a trail segment that has become the backbone of the largest paved trail network in the country, with 340 miles. And the region boasts more than 290 miles of rivers and streams to fish and paddle.

For 2021, MCD anticipates operating revenues of \$10.6MM generated primarily from assessments of property owners and jurisdictions that benefit from MCD’s services. The organization receives additional funding from grants, intergovernmental agreements, fees, and other sources.

The organization is administered by a three-member Board of Directors, which meets quarterly, and the General Manager reports directly to the Board. All meetings of the Board of Directors must be conducted in full compliance with the Ohio Sunshine Law. In addition, the organization has a three-member Board of Appraisers which meets as needed. The powers of the Board of Directors and Board of Appraisers are set forth in the Ohio Revised Code.

MCD’s political jurisdiction includes all or portions of the following 9 counties in southwestern Ohio: Butler, Clark, Greene, Hamilton, Miami, Montgomery, Preble, Shelby, and Warren. The Ohio Revised Code provides that the Conservancy Court, comprised of 9 Common Pleas Court judges from counties in the Conservancy District, shall exercise the jurisdiction conferred by Chapter 6101 of the Ohio Revised Code.



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Members of the MCD Board of Directors and Board of Appraisers are appointed by the judges of the Conservancy Court to oversee the operations of the District.

The current General Manager, Janet Bly, joined MCD in 1994 and has served as General Manager since 2002. She has announced her plan to retire once a new General Manager is appointed. As a result, the Board of Directors has launched a national executive search to identify her successor.

More information can be found on MCD's website: [www.mcdwater.org](http://www.mcdwater.org)

### ***The Position***

#### ***Location***

The General Manager's office is based in the organization's administrative offices at 38 E. Monument Avenue, Dayton, Ohio.

#### ***Reporting Relationships***

Reporting to the 3-member Board of Directors, the General Manager directly supervises: Chief Engineer, Chief of Technical & Engineering Services, Great Miami Riverway Director, Manager-Administration, Manager-Watershed Partnerships, Office Manager, Operations & Maintenance Manager, Public Relations Manager, Treasurer, and Water Monitoring & Analysis Manager. The MCD total staff includes approximately 50 full-time employees and 10 to 15 seasonal employees.

Other important relationships include local, regional, state, and federal government officials; professional associations; vendors and suppliers; civic leaders; educational institutions; the business community; and the public at large.

#### ***Position Charter***

Directly responsible to the Board of Directors in accordance with MCD bylaws, the General Manager serves as the chief executive officer. This executive has oversight responsibility for the effective and efficient operation of the organization and providing inspirational staff leadership and professional development. The General Manager also has fiscal management responsibility in accordance with MCD's mission and vision.

#### ***Major Duties and Responsibilities***

- Work with the Board of Directors and staff to establish and implement long-range strategic planning initiatives.
- Recruit, manage, motivate, and develop staff to achieve success in accordance with the organization's mission, vision, guiding principles, and goals.
- Carry out strategies, objectives, plans, and policies as guided by the strategic plan.
- Present new and visionary opportunities to sustain and grow revenues.
- Work with the leadership team to establish and maintain budgets.
- Serve as the ambassador and spokesperson of MCD in the community and with the media.
- Plan and oversee capital projects in collaboration with engineering team.
- Oversee the effective and efficient day to day operations of the organization.
- Oversee the preparation and execution of Board of Directors' meetings and Conservancy Court meetings. Develop clear and concise reports and recommendations for Board and Court consideration.
- Approve and implement policies, agreements, grant applications, etc.



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- Address regulatory and legal matters in consultation with legal counsel.
- Lead legislative advocacy efforts.
- Develop and maintain relationships with local, state, and federal government officials, and community leaders.
- Represent MCD by serving in leadership roles with local, regional, state-wide, and national agencies and professional associations.
- Other duties as assigned by the Board of Directors.

### *Travel*

This position requires regular but planned travel throughout the Conservancy District to connect with MCD staff and other constituents. The General Manager will also make periodic trips to Ohio's capital city of Columbus, and on occasion to Washington DC, to meet with public officials.

### *Compensation*

The General Manager is expected to earn an attractive compensation package; appropriate benefits and some relocation assistance will be provided.

### *The Candidate*

#### *Education*

A Bachelor's degree is required, and an advanced degree is strongly preferred. Academic preparation in public administration, business, the natural sciences, environmental studies, or related fields is preferred.

#### *Professional Qualifications*

The ideal candidate must have a proven track record of success and at least 10 years of related management experience. Specific management experience within the public sector is preferred, although senior level executives from complex for-profit, education, and nonprofit backgrounds are also encouraged to consider this role. Preference is given to a person serving as a senior level executive of a comparably sized organization or equally complex smaller one. Experience with flood control, water resources, conservation, and/or recreation is desired. The successful candidate must have the demonstrated ability to manage financial affairs of an organization, i.e., develop or enhance revenue sources; experience managing budgets of at least \$5MM and controlling expenditures to preserve financial stability and growth.

#### *Desired Skills, Experiences and Personal Traits*

- **Leadership** (a take charge individual; can manage, motivate, challenge and delegate to others).
- **Executive presence** (polished; self-confident; sets limits and boundaries).
- **Strategic thinker/visionary** (can see beyond daily operations toward broader strategic goals).
- **Ethical** (honest with good character and integrity; adheres to the highest ethical and moral standards).
- **Board relationships** (significant involvement with governance and Board of Director interactions).
- **Human relations skills** (relates well to people; builds constructive and effective relationships).
- **Collaborative** (demonstrates a willingness and ability to work with and through other individuals and organizations; diplomatic).
- **Communication skills** (excellent listener; outstanding written and oral communication abilities; strong presentation skills).
- **Meets deadlines** (pro-active; a self-starter; strong personal work ethic that provides timely results).
- **Fiscal management** (demonstrated ability to manage financial affairs of an organization, i.e., develop



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revenue sources and control expenditures to preserve financial stability).

- **Problem solver** (creative; effectively and efficiently synthesizes information and knowledge to identify a solution).
- **Decision making process** (demonstrates good judgment and firmness in decision-making; carefully assesses facts of a situation and weighs alternatives but is decisive).
- **Teamwork** (recognizes that many parties are necessary to accomplish big things; speaks of “we” first, not “I”; relishes in sharing credit with others).
- **Project management** (effectively manages multiple tasks, projects, and priorities; good with details).
- **Community/public relations** (effectively interacts with the public, partner organizations, community groups, business leaders, elected officials, and the media and can articulate MCD’s mission, goals, objectives, and policy positions).
- **Organized** (results oriented; sets clear priorities and meets established goals and objectives).
- **Calm under pressure** (adaptable, flexible, and able to adjust quickly to fluid and complex situations).
- **Confidence/credibility** (can earn and command the respect of Board, staff, government, and other regional leaders).
- **Regional sensibility** (has or is able to develop an appreciation for Southwestern Ohio regional culture).

### *Challenges and Opportunities*

The projected first year accomplishments and projects for the new General Manager include:

- Become completely familiar with all aspects of MCD’s flood protection system; water monitoring networks; recreation trails; Board members and procedures; staff roles and responsibilities; and interagency agreements and partnerships.
- Establish presence as MCD’s General Manager by forming effective working relationships with key municipal, county, state, and national government leaders; business owners and corporate executives; economic, community, and tourism partner organizations through varied communications and in-person gatherings and meetings, thereby developing strong and trusting relationships with key constituencies.
- Work with Board of Directors, staff, and others on activities and strategic communication necessary to evaluate and then adjust the assessments levied on property owners and jurisdictions.
- Based on expected retirements of key organization leaders, work with them and other staff members to prepare for a smooth succession and transition process.
- Administer all aspects of MCD’s internal operations to include finances and budgets, policies, procedures, and programs to ensure continued effective and efficient operations.
- Lead the development of capital improvement strategies.

The General Manager position is an outstanding opportunity to lead a successful conservancy district in a changing regional community. The new General Manager will inherit an experienced and motivated staff who bring enthusiasm to their roles. MCD is on solid financial ground, but the identification of additional revenue sources will continue to be important.

### *Dayton and Southwestern Ohio*

The Dayton MSA has over 850,000 people and the City of Dayton is the 6<sup>th</sup> largest city in the State of Ohio. The 9 counties in Southwestern Ohio that make up MCD’s political jurisdiction have over 2.3MM people. The Dayton area has a history of innovation and invention and today the community continues to house significant industrial, aerospace, and technological/engineering research activity. Much of this innovation is due in part to Wright-Patterson Air Force Base and its place within the community.



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With the decline of heavy manufacturing over the years, the regional economy has focused on services including financial, legal, healthcare and government. Home to the University of Dayton as well as 13 other public and private colleges and universities, the region has over 45,000 college students. The region benefits from an outstanding, affordable quality of life with a variety of housing options, strong public and independent K-12 school choices, orchestra, ballet, opera, theatre, art museums, parks, and recreational opportunities including college and professional sports teams.

More information can be found on the following websites:

- Dayton Convention & Visitors Bureau ([www.daytoncvb.com](http://www.daytoncvb.com))
- Dayton Development Coalition ([www.daytonregion.com](http://www.daytonregion.com))
- Dayton Area Chamber of Commerce ([www.daytonchamber.org](http://www.daytonchamber.org))
- Great Miami Riverway ([www.greatmiamiriverway.com](http://www.greatmiamiriverway.com))
- Butler County Visitors Bureau ([www.gettothebc.com](http://www.gettothebc.com))
- Miami County Visitors and Convention Bureau ([www.homegrowngreat.com](http://www.homegrowngreat.com))
- Warren County Convention and Visitors Bureau ([www.ohioslargestplayground.com/](http://www.ohioslargestplayground.com/))

**Contact**

We fully respect the need for confidentiality of information supplied by interested parties; however, prospective candidates should be aware that any applications or resumes submitted for this opportunity are subject to the Ohio Public Records Act and may be disclosed. Reference contacts will not be made until mutual interest has been established. The client organization we represent, and WAVERLY PARTNERS firmly support the principle and philosophy of equal opportunity for all individuals, regardless of race, religion, sex, age, national origin, or disability.

Interested candidates should contact either consultant at WAVERLY PARTNERS, the executive search firm retained by the Miami Conservancy District on this search, or email:

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