



YOUR BEST PROTECTION

Position Profile

Risk Control Advisor **Sr. Risk Control Advisor**

Roseville, California

October 2021

People | Service | Integrity | Innovation

***Do you seek a career where you can see
the results of your hard work?***

***Do you want to have an impact on
California's natural environment?***

***Are you attracted to an industry that is
critical to the state's success?***

**Then the position in our *Risk Control Department*
is for you.**



Position Overview

ACWA JPIA's Risk Management department partners with member agencies to build positive relationships that result in reduced financial exposures for the water agency. The manager ensures high level of customer service to all JPIA agencies, leads the team of six Senior Risk Advisors, assists in risk reduction and supports the safety-related needs of the pool.

ACWA JPIA is recruiting for a ***Risk Control Advisor or Senior Risk Control Advisor***, depending on education and experience. The candidate will work under the direction of the Risk Control Manager to provide risk management services to member water agencies in northern California. The Advisor conducts general on-site risk management inspections to assess conditions affecting safety, risk control, loss prevention with emphasis on significant loss areas and advises corrective actions, along with training on operations topics and safety issues.

Key Responsibilities include but are not limited to the following:

- Assists and supports the operation of the ACWA JPIA Risk Management Program.
- Responds to requests for safety and/or risk management consultations and training.
- Plans and schedules risk management assessments and training based on member requests or specific member needs in an efficient manner;
- Conducts on-site risk assessments to assess safety and risk management programs and facilities;

- Assists members in the planning and implementation of safety and risk management programs;
- Develops risk management recommendations, prepares reports, and monitors members compliance with recommendations; prepare reports following business communication best practices and attention to technical accuracy;
- Conducts occupational health and safety training programs on a variety of risk management related matters pertaining to loss prevention and risk control customized for the water industry;
- Participates in the development of training course materials under the direction of senior staff;
- Drives personal or rental vehicle for JPIA-related travel requirements

Preferred Qualifications include:

- Proficiency in current health, safety and environmental laws as they relate to public entities in the State of California, including Cal-OSHA, State Water Resources Control Board, EPA and NFPA;
- Understanding of JPIA and its relationship with its member agencies;
- Skilled in English grammar and usage;
- Familiar with JPIA safety programs and policies.
- Ability to deliver multiple projects with an understanding of the priorities for the Risk Management Department and the JPIA organization.
- Understanding of how to maintain productive working relationships and effectively communicate with internal and external customers.
- Organized and efficient in planning departmental deliverables.
- Proficient in computer systems and Microsoft Office applications associated with the performance of assigned work.
- Ability to write and edit reports, business correspondence, training materials, policies and procedures.

Additional Requirements

- Possession of a valid State of California Driver's License issued by the State Department of Motor Vehicles. Proof of auto insurance with no exclusion for business use is required.
- Advisor: Associate Safety Professional (ASP) or Graduate Safety Practitioner (GSP) awarded by the Board of Certified Safety Professionals is required, or the candidate must receive the designation within two years of employment at the JPIA.
- Senior Advisor: Certified Safety Professional (CSP) or Certified Industrial Hygienist (CIH) is required, or the candidate must receive the designation within two years of employment at the JPIA.
- Occupational safety and health certifications from organizations accredited by the National Commission of Certifying Agencies, the Council of Engineering and Scientific Specialty Boards, or a nationally recognized accrediting body with equivalent certification criteria, are desirable, including:
 - OHST (Occupational Hygiene and Safety Technician)
 - CLCS (Certified Loss Control Specialist)

- CHST (Construction Health and Safety Technician)
- ARM (Associate in Risk Management)
- COSS (Certified Occupational Safety Specialist)

Salary, Education and Experience

The salary range for this position is \$61,653 - \$92,749 for Advisor and \$84,989 - \$127,484 for Senior Advisor, with most staff starting between the low and mid-point of the range. There is also potential for annual incentive award.

Bachelor's degree (B.S., B.A.) from an accredited college or university in any field, or an Associates of Arts degree (A.A) in safety, health, or environment. Minimum of three years of relevant work experience in the occupational health and safety profession, industrial hygiene, risk management, loss prevention or one of its specialties (5+ years for senior level) is required.

Experience conducting training in a broad range of occupational health and safety topics, conducting inspections and risk assessments, implementing programs and procedures, preparing technical reports and addressing employee occupational health and safety concerns in a public entity setting is desired. Experience designing training and learning modules required for senior level.



About ACWA JPIA

The ACWA JPIA (JPIA) is a public entity formed in 1979 by the water agencies of the state of California. Like its members, the JPIA is a special district in the state of California. Its formation and operation are subject to the provisions of the California Government Code, including the Brown Act. It provides risk-sharing pools to meet the needs of its members for property, liability, workers' compensation, and employee benefits coverage.

The JPIA is a partnership of water agencies working together to share the risks associated with purveying water. The risk-sharing pools of the JPIA are a cost-effective form of risk management available only to public entities, allowing them to bypass the high cost of commercial insurance. The coverages provided by this risk-sharing arrangement are unique to water agencies; the water agencies themselves--their directors and managers--have selected and refined these coverages. Not all water agencies are accepted in to the JPIA. Prospective members must demonstrate a commitment to effective risk management programs.

Becoming a member is just the beginning. Besides handling covered claims for all members, the JPIA provides risk management services and training programs. Risk management consultants who are specialists in the water industry, not generalists, perform on-site visits. Certified treatment plant operators and distribution system operators are on staff. The risk management services includes assistance with Injury and Illness Prevention Programs, ergonomic evaluations, Cal/OSHA regulatory compliance, confined space entry evaluations, noise surveys, and hazard communication programs. In addition, members receive assistance with their personnel policies and procedures as well as help in developing job descriptions and employee handbooks.

The JPIA is the premier provider of secure, stable and highly cost-effective alternatives for protecting the assets, liabilities and employees of public water agencies. We operate in alignment with our values of *people, service, integrity and innovation*.

Located in Roseville, CA, the JPIA headquarters resides in a modern, LEAD certified building. Roseville is located 30 miles east of Sacramento and part of the Placer Valley. Situated at the base of the Sierra Nevada Mountains, Roseville boasts affordable living, exceptional schools, extensive parks and outdoor activities and only a 90-minute drive to Tahoe or San Francisco areas.

This position has an office at the Roseville headquarters though will be in the field most days. Travel 50% or more of the time to deliver on-site training and to conduct risk assessments, including overnight stays is required.

Annual Revenues: \$150 million

Mission Statement: The ACWA JPIA is dedicated to consistently and cost effectively providing the broadest possible affordable insurance coverages and related services to its member agencies.



Benefits of Employment with JPIA

- Working with one of the most respected JPA's in the state
- Impacting the water industry in California
- Being part of an organization where 97% of staff agreed that they know how their individual job contributes to the success of the organization
- Employee committees focused on staff wellness, social and team building events
- Incentive opportunities, dependent upon performance
- Medical, dental, vision insurance paid **100%** for employee and dependents
- Life and disability insurance paid **100%** for employee
- Work full time from home office
- Vacation offering begins with 12 days per year

- Twelve paid holidays
- Casual dress
- Unlimited accrual of sick leave at one day per month
- Participation in the CalPERS retirement system
- Voluntary 457(b) tax deferred compensation plans
- Educational assistance program
- Employee Assistance Program for employee and dependents

Application Procedure

Complete employment application located on JPIA's website, www.acwajpia.com. Click **connect/Employment Opportunities/Job Openings**. Submit JPIA application with cover letter and resume to hr@acwajpia.com with **Risk Advisor** in subject line by October 22, 2021. If chosen for an interview, each candidate will complete basic, job related testing. If offered the position, candidate will be required to pass a background check and pre-employment physical and drug test (if applicable).

No walk-ins please. EOE employer.

Interview Process

JPIA will contact all qualified candidates personally. Each will be invited to complete a job-specific test and interview the week of November 1, 2021, conducted in-person at the Roseville office. Second interviews will be held if necessary.

Thank you for your interest in joining ACWA JPIA

This position fact sheet is intended to provide general information and assist qualified individuals in determining interest in applying for this position. The information is not all-inclusive.

