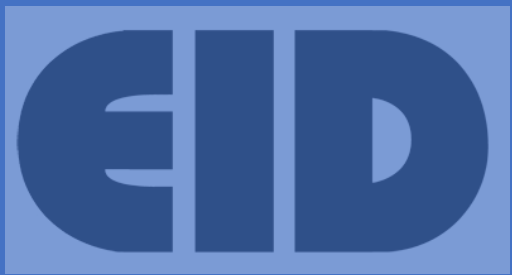


El Dorado  
Irrigation District  
Seeks a

**PUBLIC  
INFORMATION  
OFFICER**





## LIVING AND WORKING IN EL DORADO COUNTY

Located in El Dorado County, the El Dorado Irrigation District (District/EID) lies in one of the most beautiful areas in California—on the western slope of the Sierra Nevada Mountains, west of world-renowned Lake Tahoe. A scenic drive along Highway 50, heading east from the Sacramento County line to Tahoe, takes you through the center of the District's 220-square-mile service area and highlights the extraordinary geographical diversity of this region. While the region provides many lifestyle amenities, the District is also offers an exciting position to the right candidate.

## ABOUT EL DORADO IRRIGATION DISTRICT

We can trace our history back to the first hand-dug ditches that transported water to prospectors in the mid-1800s, but the District was not formally organized until 1925 under the Irrigation District Act. We still hold water rights that date back to the gold rush days, and we continue to work on securing and maintaining a reliable water supply. Through negotiations with the U.S. Bureau of Reclamation and an Act of Congress, the District acquired Jenkinson Lake at Sly Park Recreation Area in late 2003, providing yet another critical local water supply.



Ditch in 1922

Our customers' needs are as broad-ranging as the area's stunning natural diversity. We provide drinking water, wastewater treatment, and recycled water for residential, commercial, and industrial needs over significant portions of western El Dorado County. We own and operate a 21-megawatt hydroelectric power project that includes dams, four reservoirs, and 23 miles of flumes, canals, siphons, and tunnels. We also manage several outdoor recreation sites, including the Sly Park Recreation Area and a 48-unit campground at Silver Lake.

The District is governed by a five-member Board of Directors. Each member is elected from a different geographic division, and each serves a four-year term. There are no term limits for Board members. The Board typically meets twice a month during regularly scheduled, noticed public meetings and may hold a number of noticed, special meetings.

# THE POSITION

If you are considering a change and would like to live and work in a beautiful location with a public agency, this opportunity may be right for you. The successful candidate will work under administrative direction from the General Manager and act as the District's Public Information Officer (PIO) having broad management authority for the day-to-day functions within public information, media relations, community outreach, website management, digital and social media strategies, and public education programs, and campaigns. The incumbent will manage proactive and reactive media relations programs while cultivating strong relationships with local, regional, and national media outlets and online platforms. They will support District initiatives and strategies among various stakeholders, customers, and the public, utilizing principles and practices of effective community involvement, public information and customer service.

The Public Information Officer represents the District on routine, emergency, and emerging media inquiries and/or community interests. They work with customers and outside groups and organizations while actively participating in outside community and professional activities.

The incumbent is responsible for developing and implementing proactive public information campaigns that effectively raise public and customer awareness of the District's core business functions, such as water treatment and distribution, wastewater collection and treatment, recycled water production, hydroelectric power generation, recreation opportunities, and water-use efficiency programs.

In response to the ever-expanding nature of digital and social media platforms, the Public Information Officer is responsible for digital content strategies, utilizing analytic tools for audience, engagement, analytics monitoring, and strategic refinement. The incumbent will take a lead role in digital crisis communications, ensuring timely and accurate dissemination of information across traditional media and modern digital platforms. Serves as media advisor to the Board of Directors and District staff; provides communications training, editorial direction, and marketing support.

The position also supports internal staff and board communications strategy and implementation plans.

# THE IDEAL CANDIDATE

The ideal PIO helps develop and implement effective external and internal communications strategies for the District and plays a key role in significant components of agency-level communications. In the area of digital media, the PIO develops and implements social media strategies that support the District's mission and goals, engage and expand audiences, and keep the public informed about our programs. For internal communications, the PIO designs and executes strategies that keep staff informed and support internal collaboration toward the District's mission and goals.

The PIO also manages media relations, responding to inquiries in collaboration with subject matter experts and facilitating approvals for media responses and news releases under the direction of the General Manager. In addition, the PIO contributes to external communications plans for the District as a whole.

## EDUCATION

*Bachelor's degree in communications or a related field from an accredited institution.*

## EXPERIENCE

*Five years of full-time, progressively responsible communications or public relations experience with two of those years in a supervisory or lead role. A Master's degree in communications or a related field may be substituted for one year of the required supervisory experience.*

## SALARY AND BENEFITS

### SALARY

*The monthly salary for the position ranges from \$10,657 to \$12,954.*

### BENEFITS

- *CalPERS 2.0% @ 62 for new members*
- *CalPERS 2.0% @ 55 for classic members*
- *Retiree Health coverage subject to CalPERS vesting*
- *100% Employer Paid Medical (CalPERS Health Care Program) for employees, 85/15 cost-share for dependents.*
- *Paid Time Off (PTO) based on service time*
- *14 paid holidays (includes one personal day, and two half-days)*
- *80 hrs. paid executive administrative leave annually*

## APPLICATION INSTRUCTIONS

*This position is open until filled, with the first review of candidates taking place on May 18, 2026, or until a sufficient number of qualified candidates have been received, whichever occurs sooner. Therefore, please apply early.*

**TO APPLY** and be considered for this exceptional opportunity, please submit an application, resume, and cover letter

For additional information about this position, please contact Kristen Vinton at 530-642-4167 or [kvinton@eid.org](mailto:kvinton@eid.org)

*The District is an Equal Opportunity Employer and Drug-Free Workplace.*

