



Executive Director

Salary: \$126,000 to \$139,000

MISSION. VISION. VALUES.

Mission Statement

The Metropolitan Mosquito Control District's mission is to promote health and well-being by protecting the public from disease and annoyance caused by mosquitoes, black flies, and ticks in an environmentally sensitive manner.

Vision Statement

To be the leading mosquito abatement district in the world. MMCD leads through innovation, technology, stewardship, partnership, public services, and effectiveness.

Value Statement

MMCD values integrity/trust, cooperation, respect, and competence in our interactions with colleagues and customers.





WHO WE ARE

MMCD, created by the legislature in 1958, serves 3.2 million citizens (Met Council 2020 census in Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, and Washington counties). It is governed by a board of 18 elected County Commissioners representing those counties and is supported by property taxes.

The District currently provides its services through the work of 185 seasonal staff, 55 regular full-time staff, and two part-time staff who are licensed to apply control materials by the Minnesota Department of Agriculture. Staff are stationed at seven facilities throughout the District area.

The Twin Cities Metropolitan Area stretches outward from the central Cities of Minneapolis and St. Paul to the surrounding suburbs and rural areas, including 189 cities and townships. The region's natural environment (including over 900 lakes) and wildlife are prized by its citizens. However, the natural environment also provides abundant habitat for mosquitoes, black flies, and ticks.



WHO WE ARE



The District's 2,970 sq. mi. area includes approximately 209,000 acres of wetlands that are prime habitat for mosquito larvae. For most townships in the north and northwest parts of the District, mosquito-producing wetlands (marshes, roadside ditches, wet pastures, woodland pools) cover between 15 and 50% of the township.

Woodlands throughout the District (primarily the northeastern half) harbor the tick that can carry Lyme disease, human granulocytic anaplasmosis, babesiosis, and Powassan virus.

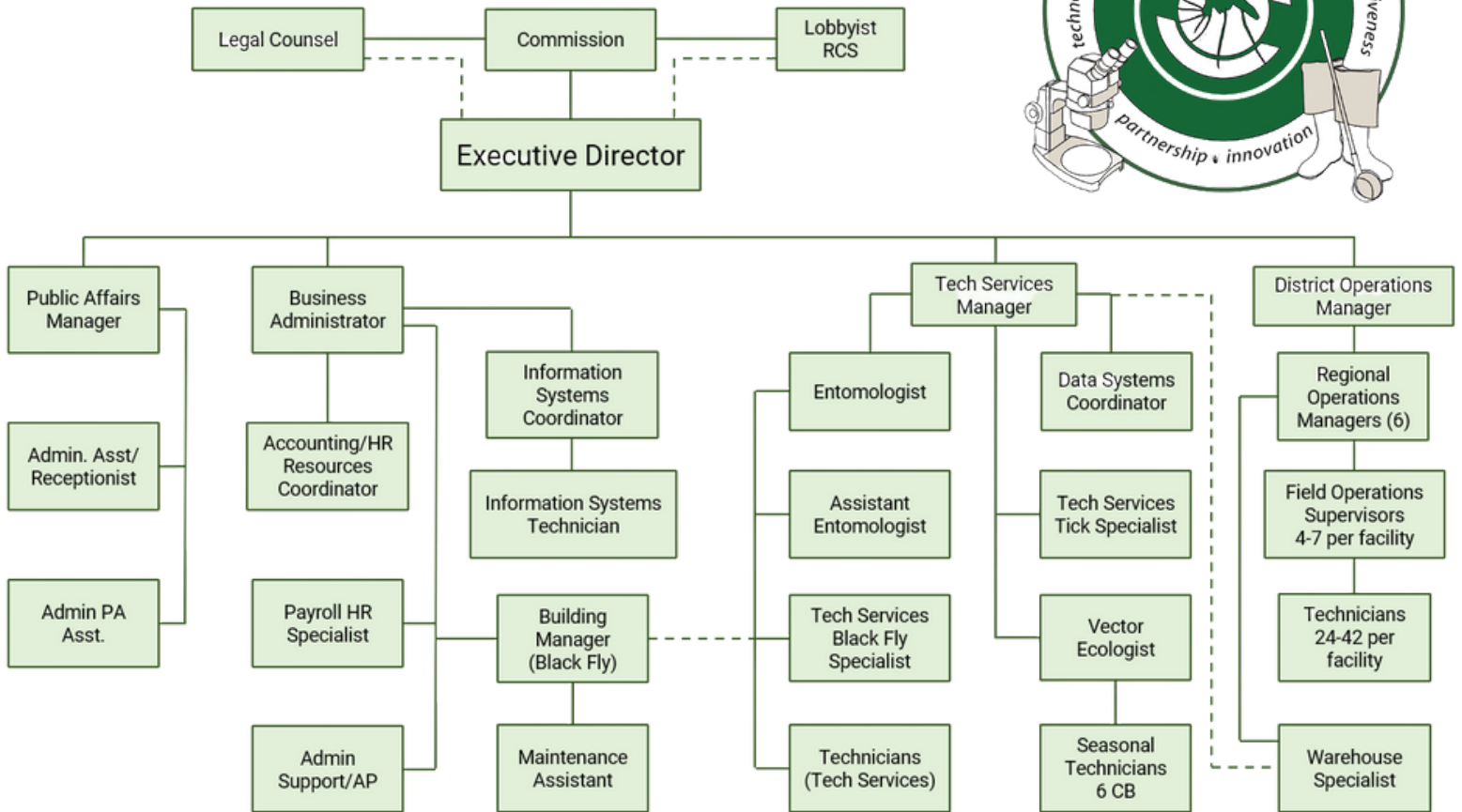
The five major rivers in the area (Mississippi, Minnesota, Rum, Crow, and South Fork Crow) are all known to produce black flies ("biting gnats"), and river flood plains can produce high numbers of floodwater mosquitoes.



Human or animal cases of other mosquito-borne viruses, including Western Equine Encephalitis, Eastern Equine Encephalitis, and Jamestown Canyon Virus have also been known to occur (infrequently) in this area. Dog heartworm, a parasite carried by mosquitoes that causes disease in dogs, is endemic in the area.

Over 79,000 storm water catch basins and 25,000 other manmade habitats require treatment to control mosquito vectors of West Nile virus. Woodlots throughout the District are home to the mosquito that can carry La Crosse encephalitis. This disease primarily affects children and the adult mosquitoes that transmit it seldom fly more than $\frac{1}{4}$ mile from where they develop.

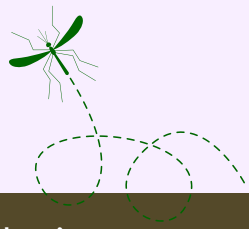
ORGANIZATIONAL STRUCTURE



BUDGET SUMMARY

	2021 Actual	2022 Approved	2023 Proposed
Beginning Balance	\$22,818,534	\$26,165,783	\$25,587,711
Revenues/Sources			
Property Taxes			
Anoka County	1,771,755	1,801,059	1,837,080
Carver County	667,310	670,181	683,585
Dakota County	2,450,506	2,478,836	2,528,413
Hennepin County	8,625,821	8,793,964	8,969,843
Ramsey County	2,673,674	2,791,070	2,846,891
Scott County	880,508	902,433	920,482
Washington County	1,591,980	1,601,153	1,633,176
Total Property Taxes	\$18,661,553	\$19,038,696	\$19,419,470
Miscellaneous	166,410	125,000	350,000
Total Other Sources	166,410	125,000	350,000
Total Revenue	\$18,827,963	\$19,163,696	\$19,769,470
Expenditures/Uses			
Commissioners	624	3,600	3,600
Control Operations	14,190,274	18,162,201	18,343,823
Capital Outlay	365,746	527,520	527,520
Administration	924,070	1,048,447	1,058,931
Total Expenditures	\$15,480,714	\$19,741,768	\$19,933,874
Ending Fund Balance			
Nonspendable/Committed/Assigned	6,387,858	6,387,858	6,387,858
Unassigned/Working Capital/Tax Delinquencies	19,777,925	19,199,853	19,035,448
Total	26,165,783	25,587,711	25,423,306
Amount From Fund Balance Used for Expenditures	(\$3,347,249)	\$578,072	\$164,405

WHAT WE DO



MMCD monitors and controls immature black flies that develop in five major rivers and numerous small streams located within the service area. Immature black flies are treated with a natural soil bacterium (Bti) under a permit issued by the Minnesota Department of Natural Resources.

The Metropolitan Mosquito Control District (MMCD) protects public health and well-being using an integrated pest management approach in its control of disease transmitting and human biting mosquitoes. The majority of control targets immature mosquitoes that develop in over 80,000 unique wetland settings and over 79,000 catch basins and 25,000 other man-made habitats within the seven-county service area. Control of adult mosquitoes is also conducted to reduce the risk of disease and annoyance.

MMCD monitors the distribution of deer ticks that are capable of transmitting Lyme Disease, Human Granulocytic Anaplasmosis (formerly known as Ehrlichiosis), Babesiosis, and Powassan virus. MMCD works closely with the Minnesota Department of Health in providing information to citizens to reduce the risk of tick transmitted diseases.

MMCD provides information, using a diverse network of outlets and venues, designed to inform citizens about its activities and to assist citizens in managing the impact of biting insects and ticks on their health and well-being.



CORE DUTIES

OF THE POSITION



- Direct the Management Team in developing operational and strategic plans to achieve goals of the organization that satisfy the District mission.
- Work closely with the Business Administrator to develop and oversee the annual and the capital budgets and forecast future needs to achieve strategic plans.
- Recommend to the Commission the annual levy and budgetary resources required to achieve goals that satisfy the District mission.
- Work with lead managers to develop a talented team of employees who can lead, manage, and have the appropriate level of skills and abilities to carry out the mission of the District.
- Monitor District operations and ensure employees and business practices comply with regulatory and legal requirements.
- Develop the organizational culture and promote transparency and collaboration throughout the District.
- Identify potential risks and opportunities within the organization and its environment to protect District interests. Direct the development of risk management programs and recommend appropriate policy implementation related to risk assessment and liability to mitigate unnecessary exposures.
- Lead liaison efforts and manage the development of effective relationships with other governmental agencies, the legislature, the media, special interest groups, and citizens. Prepare and present regulatory or legislative testimony. Serve as the lead spokesperson to effectively communicate District services to all District residents.
- Supervise and assess the performance of direct reports.
- Carry out disciplinary actions.
- Cultivate positive relationships with citizens and staff.
- Perform other position related duties as necessary or as directed by the Commission.

DESIRED QUALITIES

OF THE NEW EXECUTIVE DIRECTOR



- Strong business background and demonstrated success in managing and leading an organization with multiple departments.
- Committed to keeping Board members informed while aware of their differing values.
- Appreciation and knowledge of the science and public health benefits behind MMCD.
- Effectively communicate the importance of MMCD's mission and pursue additional resources.
- Organized and strategic leader to evaluate and prioritize the competing demands on the organization.
- Use and improve MMCD's technology to track metrics/analytics to guide decision-making and recommendations to the Board.
- Demonstrated skill in finance, budgeting, and long-range planning.
- Approachable leader to engage staff and help them see their value and role in the organization.
- Strong interpersonal skills to network and develop relationships with partners.
- Ability to foster an inclusive workplace culture and build high morale.
- High integrity individual who promotes transparency and is well respected within the field.
- Maintains a professional calm demeanor and can be flexible, when necessary.
- Values staff input and is skilled at delegating to achieve shared organizational goals.
- Understands the generational differences among staff at MMCD and can unite all staff around a shared vision.
- Creative, innovative, and self-motivated in managing the organization and addressing challenges.
- A basic understanding of mosquito control methods and pesticide management.
- Familiar with county government operations and the Minnesota legislative process.
- Strong communication skills and ability to represent the organization at the county level.

POSITION ANNOUNCEMENT



EXECUTIVE DIRECTOR SALARY: \$126,000 TO \$139,000

JOB SUMMARY

Under the direction of the Commission, performs complex professional work providing leadership to MMCD staff, helping the District define, establish, and attain overall goals and objectives of local government, and developing and implementing strategic plans and delivery of quality services to citizens.

MINIMUM QUALIFICATIONS

- Bachelor's degree in Biological Science, Public Administration, or related field
- Three or more years of demonstrated leadership in a senior management role
- Five or more years of experience related to supervisory of multiple levels of employees, departments, or divisions
- Proven skills in governmental/public relations
- Ability to deliver effective oral and written presentations/communications of both technical and persuasive natures

PREFERRED QUALIFICATIONS

- Experience in the development and implementation of integrated mosquito and vector management programs
- Background in Entomology or related field
- Understanding of biology and behavior of vector and nuisance insects and arthropods (ticks)
- Surveillance and control methods
- Pesticides and their application methods and procedures
- Five or more years leading an organization as a CEO or Executive Director

APPLY

Visit <https://daviddrown.hiringplatform.com/144092-metropolitan-mosquito-control-district-executive-director/546018-application-form/en> and complete the application process by July 27, 2023. Finalists will be selected on August 16, 2023, and final interviews will be held on September 6, 2023. Please direct any questions to Pat Melvin at pat@daviddrown.com or 612-920-3320 x116.



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