



YOUR BEST PROTECTION

# Position Profile

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## Cybersecurity Risk Specialist

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Roseville, California  
April 2025

**People | Service | Integrity | Innovation**

*Do you seek a career where your expertise in cybersecurity and risk management help protect and support the success of JPIA and our Members?*



Staff dressed up for our annual Halloween Party

*Are you attracted to an organization that serves a critical industry in California – water?*

Then our position of **Cybersecurity Risk Specialist** is for you.



## Position Overview

ACWA JPIA is an award-winning risk pool for California public water agencies, known for superior customer service and attention to members that is second to none.

ACWA JPIA is recruiting for a **Cybersecurity Risk Specialist**. The candidate will work under the general direction of the Director of Pooled Programs and will join a dynamic team of six other employees. As cyber threats continue to evolve in both frequency and complexity, JPIA members require dedicated expertise to help protect their systems, data, and operations. The Cybersecurity Risk Specialist position was created to meet this growing need by providing critical support in identifying vulnerabilities, managing cyber risk, and promoting effective mitigation strategies through JPIA's cybersecurity risk management programs.

This role plays a key part in helping safeguard California's critical water infrastructure by supporting member agencies in maintaining secure, resilient operations. In addition to member support, the position will also oversee JPIA's internal cybersecurity efforts, allowing the IT team to focus on broader organizational priorities. By addressing both member and internal needs, the Cybersecurity Risk Specialist strengthens cyber resilience across the organization and the essential services our members provide.

The job responsibilities are to provide outstanding customer service to our members and fellow staff; provide risk management analysis related to cyber risk and serve as a cybersecurity technical resource for our members; explain and answer questions regarding cyber risk management services and maintain the JPIA program and member files. This position will require some travel to member facilities to conduct cyber-related

risk assessments, and to deliver on-site cyber-related training including overnight stays, and to attend meetings and conferences.

The ideal candidate is a cybersecurity professional with strong analytical skills and a passion for helping others manage cyber risk. They are comfortable speaking to both technical and executive audiences and excel at identifying vulnerabilities, communicating risk, and guiding members toward practical solutions. Most importantly, they bring a collaborative spirit, integrity, and a commitment to helping others improve their cybersecurity posture – making them a trusted advisor and a key resource to our Members.

This position will be located in Roseville, CA, in a LEEDS (Leadership in Energy and Environmental Design) certified building and is eligible for remote work up to two days per week. This is a full-time, non-exempt position with hours from 7:30 a.m. to 4:30 p.m., Monday through Friday. Flexible work options are available.

**Key Responsibilities** include but are not limited to the following:

- Serve as a subject matter expert to members by identifying the potential impact of cybersecurity risks and clearly communicating vulnerabilities, controls, and mitigation strategies in a way that is understandable to both technical and executive audiences.
- Understand details of members' cybersecurity controls and identify where significant gaps and vulnerabilities may lead to security incidents.
- Assist members with cyber-related exposures and requests.
- Assist members with exposure summaries; explain coverage.
- Manage and maintain JPIA cyber risk management programs and services.
- Serve as liaison between the members and JPIA cyber risk management strategic partners.
- Work with members' IT contacts to provide a technical resource related to cybersecurity best practices.
- Provide advice and direction to Member Services colleagues; resolve complex cyber-related member issues.
- Coordinate JPIA internal services to assist members in making proper business decisions based on cyber exposures.
- Keep abreast of current cyber-threat landscape to provide guidance for members on ways to defend against such.
- Troubleshoot member issues and communicate membership needs to management.
- Manage the JPIA's internal cyber security exposures and risk management.
- Develops and delivers training to JPIA staff on cybersecurity.
- Traveling a minimum of 25% of the time to member facilities to conduct cyber-related risk assessments, and to deliver on-site cyber-related training including overnight stays, and to attend meetings and conferences.
- Drives personal or rental vehicle for JPIA-related travel requirements
- Regular attendance and adherence to prescribed work schedule to conduct job responsibilities.

- Establishes and maintains cooperative working relationships with co-workers, outside agencies, and the public.

### **Other Duties**

- Create and maintain policies and procedures related to cybersecurity best practices.
- Maintain a variety of files and records.
- Research current cybersecurity standards and systems.
- Create, develop, and maintain a cybersecurity knowledgebase for the JPIA.
- Provide guidance to members related to cybersecurity frameworks.
- Provide training and technical support to JPIA and member employees on cyber risk management programs and strategies.
- Performs other duties as assigned.

### **Preferred Qualifications** include:

#### Knowledge of:

- Regulatory/compliance requirements and information security frameworks and controls (e.g.: NIST, ISO, CIS).
- Risk mitigation strategies and IT risk tolerance levels.
- Technical, administrative, and physical controls.
- Software programs including Advanced Excel and Microsoft Office Suite, and other web-based technologies.

#### Ability to:

- Define, implement, and measure effective incident response playbooks and a cybersecurity culture program.
- Identify and evaluate risk to IT systems and associated business processes and communicate risks to management.
- Develop policies, standards, and baseline configurations.
- Manage project deliverables and deadlines.
- Demonstrate analytical thinking, problem solving and decision-making skills.
- Have strong communication skills, including effective facilitation, presentation, listening and writing.
- Express thoughts in a clear and concise manner.
- Be highly organized and process driven.
- Have an affinity for technology.
- Have strong integrity with the ability to work in a highly confidential manner.
- Be collaborative and flexible with a consultative mindset.
- Be precise and detailed, consistently delivering high-quality results.
- Understand cyber insurance coverage.
- Evaluate risks and formulate recommendations related to cyber exposures.
- Perform in-depth data analytics and analysis.
- Prepare and deliver clear, concise oral presentations to diverse stakeholders, including member agencies and JPIA staff at governance meetings.

## Desirable Education and Experience

Any combination of education and experience which would likely provide the necessary knowledge, skills, and abilities is qualifying. A typical way to obtain the knowledge and abilities is:

- Education: Bachelor's degree from an accredited college or university in a related field such as computer science, management information systems, cybersecurity or similar is preferred.
- Experience: A minimum of 5 years of experience in IT, cybersecurity, or related field. Experience sufficient to thoroughly understand the basic principles of the duties of the position to be able to answer questions and resolve problems, usually associated with five to ten years' experience or service.
- Designation such as the Associate Cyber Risk Management (ACRM) is desired.

## Additional Requirements

- Requires the following certifications related to cybersecurity infrastructure:
  - CompTIA Security+ and/or
  - Certified Information Systems Security Professional (CISSP)
- Possession of a valid driver's license will be required at the time of appointment. A good driving record of at least two (2) years duration, as evidenced by freedom from multiple or serious traffic violations or accidents. Current auto insurance and registration required. Individuals who do not meet this requirement due to a physical disability will be considered for accommodation on a case-by-case basis.



## About ACWA JPIA

**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.

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 Ralph M. Brown Act. It provides risk-sharing pools to meet the needs of its members for property, liability, workers' compensation, and employee benefits coverage.

For over forty years, the JPIA has been 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 into 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 Control Advisors, 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 include 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 employ 60 staff and, in the past 10 years, have had minimal turnover because we operate in alignment with our values of **people, service, integrity, and innovation**.

ACWA JPIA is committed to fostering, cultivating, and preserving a culture of diversity, equity, and inclusion. Our human capital is the most valuable asset we have. The collective sum of the individual differences, life experiences, knowledge, inventiveness, innovation, self-expression, unique capabilities, and talent that our team members invest in their work represents a significant part of not only our culture, but our reputation and company's achievement as well.

We value and encourage our team members' differences in age, color, disability, ethnicity, family or marital status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, race, religion, sexual identity, socio-economic status, veteran status, and other characteristics that make our team members unique.

Visit our website at [acwajpia.com](http://acwajpia.com) and get to know us.

Located in Roseville, CA, the JPIA headquarters resides in a modern, LEED 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.



## Compensation and Benefits

JPIA offers an attractive compensation and benefits package. The salary range for the position is **\$107,459 - \$161,190**. To determine approximate total compensation, add an additional 38% to the salary. This more accurately represents the total benefits received as an employee.

### Benefits of Employment at JPIA

- Medical: Choice of Kaiser (HMO or Consumer Driven Health Plan) or Anthem (HMO, PPO, or Consumer Driven Health Plan) paid **100% for employee and dependents**
- Health Savings Account offered for Kaiser and Anthem CDHPs with up to \$3000 contributed annually by JPIA.
- Dental: Choice of either Delta Dental (PPO) or Delta Care (HMO) paid **100% for employee and dependents**
- Vision is provided through VSP paid **100% for employee and dependents**
- Life Insurance: Group term life insurance paid **100% for employee**; additional options to purchase more
- Short-term and Long-term disability insurance paid **100% for employee.**
- Working with one of the most respected JPA's in the state
- Supporting an industry critical to California's future – water
- Being part of an organization where 97% of staff agreed that they know how their individual job contributes to the success of the organization
- Staff with engagement levels far exceeding most public entities
- Employee committees and activity groups focused on staff wellness, social activities and team building events (hiking, golf, disc golf groups also)
- Possible annual merit increases, dependent upon performance
- Remote work options
- Qualified employer under the Public Service Loan Forgiveness program for student loan debt



Staff participating in our "Walk for Wellness" event at Maidu Park

- Robust Employee Assistance Program for you and your dependents to help when life doesn't go as planned
- Mental Wellness benefits for you and your dependents which includes access to coaching, therapy, meditations, and more
- Fertility and family planning coverage (Anthem)

### Your Peace of Mind

- Paid time away: New hires enjoy 36 days of paid time off in the first year (12 accrued days of vacation, 12 accrued days of sick leave - one per month - with unlimited accrual, and 12 paid holidays each year)
- Support the community with 8 hours per year of paid volunteer time
- Generous pension plans with the CalPERS retirement system
- Voluntary 457(b) compensation plans to allow additional income for retirement
- Educational assistance program from day one to encourage personal and professional growth



Staff volunteering at the Placer Food Bank

## Application Procedure

Complete employment application located on JPIA's website, [www.acwajpia.com](http://www.acwajpia.com). Click **Connect/Employment Opportunities/Job Openings**. Submit JPIA application, along with cover letter and resume to [hr@acwajpia.com](mailto:hr@acwajpia.com) by **May 8, 2025**. This recruitment can end at any time without prior notice.

JPIA is an equal opportunity employer and is committed to fostering, cultivating, and preserving a culture of diversity, equity and inclusion. Diverse candidates are strongly encouraged to apply.

## Interview Process

Only candidates chosen for an interview will be personally contacted. Those chosen will participate in a screening interview by phone and then, if passed, will be required to complete basic, job-related testing and sit for a panel interview, both in-person. Those will be held on **Friday, May 23rd, 2025**. Second interviews may be held if needed. Any offer of employment will be contingent upon the candidate completing a background and reference check, and a pre-employment physical. No walk-ins please. EOE employer.

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.*