

# EMPLOYMENT OPPORTUNITY

## Manager, Integrated Watershed Management

We are currently seeking a results-driven, innovative and collaborative leader to fill the position of Manager, Integrated Watershed Management. This position is responsible for leading and administering the Integrated Watershed Management Program, which involves flood forecasting, environmental monitoring, GIS information services, municipal source water protection, climate change adaptation, low water response, as well as managing and/or creating policy on hazard lands including flooding and various special projects. Program priorities are established in part by NBMCA's Integrated Watershed Management Strategy and Source Protection Plan. The successful candidate will also provide technical support as the Water Resources Engineer and be responsible for providing engineering and planning support to the Planning, Regulations and Floodplain Management functions of NBMCA.

The Manager, Integrated Watershed Management reports to the Chief Administrative Officer and works as part of the management team, and with the Board of Directors, Municipal Officials, members of the public, and various stakeholder groups.

To be successful in this position, the candidate must consistently demonstrate professional integrity and management competencies of leadership, resource and fiscal management, networking and relationship building, results orientation, and risk management. Additional qualifications include:

### QUALIFICATIONS

- University graduate with a degree in Water Resources, Environmental or Civil Engineering
- Professional Engineer (P. Eng) in good standing able to practice engineering in Ontario
- Minimum 5 years demonstrated experience in engineering
- Management or supervisory experience or capabilities
- Experience in Ontario technical hazard guidelines and Conservation Authority Regulations as asset
- Experience in dealing with relevant federal, provincial and municipal legislation and policies
- Demonstrated project management capabilities
- Excellent communication, technical writing and presentation skills
- Excellent computer skills, proficient in MS Office; working knowledge of GIS applications, hydrologic and hydraulic modelling software and statistical software
- Possess a valid M.T.O. driver's license and clean driving record
- Ability to work independently as well as in a team environment.
- Ability and aptitude for field work, occasionally under physically demanding conditions or inclement weather.
- Use of a vehicle (compensation based on mileage will be given)

### SUMMARY OF TASKS

- Provide input for the Integrated Watershed Management Program to the strategic plan; take responsibility for the development and submission of the annual business plan and budget (operating and capital) for the Program

- Responsible for program wide personnel matters, which includes the reviewing of performance appraisals annually for program staff and recommending training, development opportunities, and merit increases.
- Develop and update guidance documents for the Integrated Watershed Management Program, including but not limited to: environmental monitoring strategy and programs, watershed reporting, watershed planning, lake planning, climate change strategy implementation, flood forecasting, and low water contingency plans
- Review and approve planning and regulation submissions and preparing engineering comments with respect to stormwater management and floodplain considerations
- Prepare, review and maintain NBMCA's hydraulic and hydrology models and floodplain mapping
- Prepare technical reports with regard to watershed planning
- Coordinate and lead development, implementation and management of projects for the Integrated Watershed Management Program
- Provide assistance in preparation and review of guiding documents, such as planning and regulation policies, official plans and operational guidelines
- Other duties as assigned

**COMPENSATION:** \$41.54/hr to \$48.60/hr (35 hour week)    **JOB DURATION:** Permanent Full Time Under Review

Candidates must submit their resume and cover letter no later than **4 p.m. October 12, 2018** to:

Brian Tayler  
 Chief Administrative Officer  
 North Bay- Mattawa Conservation Authority  
 15 Janey Avenue  
 North Bay, Ontario P1C 1N1 Fax: (705) 474-9793  
 Email: [jobs@nbmca.ca](mailto:jobs@nbmca.ca)

We thank all applicants for their interest; however only those selected for an interview will be contacted. NBMCA is an Equal Opportunity Employer in accordance with the Accessibility of Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code. NBMCA will accommodate applicants with disabilities throughout the recruitment, selection and/or assessment process. If selected to participate in the recruitment, selection and/or assessment process, please inform staff of the nature of any accommodation(s) that you may require. Personal information contained in applications will be used for recruitment purposes and collected as per the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, Chapter M.56.