



Sr. Manager, Watershed Plans & Source Water Protection

1 Permanent Position

Who are we?

Credit Valley Conservation is one of Ontario's 36 conservation authorities dedicated to protecting, restoring and enhancing our local natural environment. We care for the Credit River, its streams and tributaries from the headwaters in Orangeville to the shores of Lake Ontario in Mississauga. We are scientists, engineers, researchers, educators, environmentalists, stewards, planners, foresters, recreation experts and much more. We create connections between people and nature, knowledge and action. We inspire appreciation for the role of nature in keeping people connected, healthy and happy. We're leaders and explorers. We are professional and we're inspired. We know our stuff, and we work every day to make a difference.

Who are you?

You want to be part of an organization with an environmental goal. You get up every day and go to work with purpose. You accept that you may not change the world, but you'll try to make an impact in your corner. You like to partner with skilled people across many professions. It's as natural for you to think about the outdoors as it is to think out of the box. You're passionate, responsible and approachable. You do what's right, not just what's easy. You care, and it shows.

Why work for us?

We offer competitive public sector pay. We have a good employee benefits program. We're members of the Ontario Municipal Employees Retirement System (OMERS) pension fund. We have flexible work hours for many positions. We find time to have fun and celebrate successes. You'll have free access to our parks and discounts on recreational equipment rentals. You'll know your co-workers by name and will make fast friends. You'll like being at work.

Summary of Functions

The Chief Specialist, Watershed Plans and Source Water Protection, under the direction of the Director, Watershed Management, is responsible for drinking water source protection, hydrogeology, and watershed planning. The Chief Specialist is responsible for the strategic and day-to-day management of the drinking water source protection program for the CTC Source Protection Region, covering the Credit Valley Conservation, Toronto and Region Conservation Authority, and Central Lake Ontario Conservation Authority jurisdictions. This position also oversees the development of a new Watershed Plan for the Credit River Watershed and manages its implementation.

Eligibility Requirements

Education

- University degree in Natural Science, Hydrogeology, Water Resources Engineering, Landscape Architecture, Environmental Planning, or any other degree related to Watershed Planning or Water Resources
- Graduate degree (M.Sc.) in Engineering or Environmental Science, specializing in Water Resources, would be an asset

Experience

- Minimum 10 years of experience related to the major responsibilities.
- 10 or more years of career experience demonstrating progressively more challenging positions and increasing level of responsibility
- Experience in facilitation and conflict resolution

Knowledge, Skills and Ability

- Demonstrated knowledge of environmental legislation (e.g., Clean Water Act, Safe Drinking Water Act, Environmental Protection Act, Planning Act and Regulations)
- Thorough knowledge of principles and practices of environmental studies and management
- Thorough knowledge of the key principles of hydrology and hydrogeology to understand and interpret the source protection planning technical framework
- Demonstrated knowledge of risk assessment methodologies and implementation
- Advanced political acuity and strong decision-making skills
- Strong leadership and management skills to direct the work of staff, including the ability to coach, advise and teach others
- Ability to engage proactively, establish credibility and trust as well as build relationships with employees of all levels of the organization
- Superior communications abilities with an emphasis on writing and strong presentation skills
- Demonstrated ability to effectively communicate complex or sensitive information to internal staff, external clients and stakeholders
- Ability to maintain confidentiality and to deal with issues in a sensitive, efficient and professional-like manner
- Demonstrated ability to manage finances and proven ability to develop, monitor, administer and report on budgets
- Advanced-level problem solving, analysis and negotiation skills to respond to issues and develop strategies for resolution.
- Strong administrative leadership abilities with experience leading successful change in program delivery through leadership of others to meet program goals
- Ability to independently identify issues, plan for improvements, measure success and continue improvement
- Demonstrated ability to develop, implement, evaluate, and manage short- and long-range plans
- Skilled in project management with the ability to manage multiple projects and the development and implementation of complex projects
- Strong knowledge and experience with MS Office (Word, Excel, PowerPoint)
- Strong computer knowledge of systems and software applications to prepare reports, and input, retrieve, and manipulate data to prepare reports, correspondence etc.
- Valid Ontario "G" driver's license in good standing

Summary of Major Tasks

Staff Supervision and Budget Management

- Provide direction on technical matters related to watershed plans and source water protection.
- Establish employee objectives and workplans for direct report(s) and conduct regular check-in meetings. Ensure direct report(s) follow the Performance Management Process (PMP).
- Develop annual work plans, priorities, and goals for the CTC Source Protection Region and Watershed Plans.
- Prepare and recommend budget and activities for the CTC Region in keeping with the legislated requirements under the Clean Water Act, 2006, including the management of budgets that support programs and services.
- Administer the approved budget and expenditures related to the programs to ensure effective and efficient use of resources and ensure compliance with Transfer Payment Agreements.

- Evaluate current expenditures, make recommendations, and provide expenditure updates/reports to the Province quarterly and to Senior Management, as required.
- Ensure advances in watershed science developed under the source water protection program informs watershed planning and vice versa
- Other duties and projects as appropriate to this position

Administration of CTC Source Protection Program

- Ensure the CTC source protection program meets the requirements of the Clean Water Act, 2006 and associated regulations
- Responsible for all program administration and coordinating budgets and work plans for CVC, TRCA, and CLOCA staff with source water responsibilities.
- Maintain the local source protection governance framework, including:
 - Maintain source protection region partnership agreements,
 - Host and support CTC Source Protection Region Management Committee meetings.
 - Prepare presentations and briefs to the boards of the Central Lake Ontario, Toronto and Region, and Credit Valley source protection authorities.
- Chair various CTC working groups (WG) (e.g., Municipal Implementation WG, Municipal Planners WG, Amendments WG) that have been established to resolve issues, update the Source Protection Plan, and improve efficiencies associated with implementation of plan policies
- Participate in Lake Ontario Collaborative Group Steering and Technical Committees hosted by municipal partners
- Oversee records retention in accordance with legislative requirements, and ensuring governance information, assessment reports, source protection plan, any amendments and annual progress reports are available on the Internet and AODA compliant.

Implementation and Updates to the CTC Source Protection Plan

- Facilitate the continuous improvement of the CTC Source Protection Plan and the Credit Valley, Toronto and Region, and Central Lake Ontario Assessment Reports
- Collaborate with municipalities and various agencies and organizations to prepare work plan for updates to the CTC Source Protection Plan in line with guidance provided by provincial agencies
- Coordinate amendments to the Source Protection Plan under the Clean Water Act (sections 34, 36) and O. Reg 287/07 to incorporate updates to municipal drinking water systems, updated technical rules, and comprehensive review and update of the source protection plan, including consultation with provincial agencies, municipalities, and the public
- Provide objective advice and recommendations on the implementation of the CTC Source Protection Plan along with trusted advisory services to municipal and provincial staff tasked with implementing policies within the CTC Source Protection Plan.
- Receive and provide advice on source protection considerations as it relates to approval of local applications and decisions in vulnerable areas around municipal drinking water systems.
- Provide source water protection expertise where there has been an appeal to the Ontario Municipal Board or Environmental Review Tribunal
Provide input to the development, implementation and continuous improvement of the source protection planning technical framework

Watershed Plan Program Management

- Provide support in organizing internal meetings, workshops, and external meetings with municipalities, watershed stakeholders and consultants, as necessary.
- Conduct quality control to ensure that the input provided by the various technical support staff for the Watershed Plans meets the requirements made to them for input to the Plan.
- Recognize the need for, and coordinate the preparation of, updates to the Watershed Plan, ensuring that it meets the needs as laid out in the Strategic Plan and identified in the Vision,

Goals and Objectives for the Credit Watershed as identified by the CVC and its member municipalities.

- Maintain historical records for CVC-initiated subwatershed studies and provide input to municipally led subwatershed studies

Watershed Plan Development

- Oversee development of a Watershed Plan by coordinating a multi-disciplinary team of CVC employees and Consultants, liaising with our municipal partners, communicating with CVC management, and ensuring that the final Watershed Management Plan is clear, concise and offers a blueprint for CVC and partners to move forward.
- This role includes:
 - Multi-disciplinary syntheses of the environmental status of the watershed, as well as a summary of existing strategies, guidelines and programs.
 - Assess impacts of future stressors (i.e. urban development, climate change) and management strategies on the long-term health (e.g. the natural heritage system) of the watershed and related risk to member municipalities (i.e. flood or drought risk) with predictive tools
 - Development of a forward-looking Management Plan to guide CVC strategies and programs over the next 20+ years.

Anticipated Start and End Dates: **July 27, 2022** (35 hours/week)

Annual Salary Starting At: **\$114,517 and will be commensurate with experience.**

Forward resume and cover letter by **July 3, 2022** to:

Credit Valley Conservation

E-mail: hr@cvc.ca

www.cvc.ca

Please quote **"22-73 Sr. Manager, Watershed Plans & Source Water Protection"** on resume/letter.

Resumes/letters submitted electronically must be submitted in Word or Pdf. format as one document.

We thank all applicants for their interest. However only those selected for an interview will be contacted. No phone calls please.

New employees are required to be fully vaccinated against COVID-19 as defined by the Ministry of Health as a condition of employment and must have satisfied the full post vaccination period required to ensure vaccination efficacy. The requirement to be fully vaccinated is subject to the Ontario Human Rights Code. If you are not fully vaccinated, a documented medical reason provided by a physician or registered nurse and time period for the medical reason may be accepted.

CVC is an Equal Opportunity Employer. In accordance with AODA (Accessibility for Ontarians with Disabilities Act, 2005), CVC will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities. If you require disability – related accommodations, please inform the Human Resources (HR) staff. All personal information is collected under the authority of the municipal Freedom of Information and Protection of Privacy Act.