



## **Internal/External Job Posting**

### **Regular Full Time Non Union Position**

#### **Manager of Water Infrastructure**

Grand River Conservation Authority (GRCA) has an international reputation for excellence in managing the natural resources of the largest inland river system in southern Ontario. Encompassing approximately 6,800 square kilometres, the Grand River watershed has a population of almost one million people in 39 municipalities and two First Nations. Designated as a Canadian Heritage River, the Grand River and its major tributaries boast many outstanding human heritage features and excellent recreational opportunities. The GRCA is committed to environmental protection by delivering services that ensure the well-being of the environment and its inhabitants.

#### **General Accountabilities**

Reporting to the Director of Water Management, the Manager of Water Infrastructure coordinates the planning, and implementation of construction and maintenance projects related to dams, dikes and the gauge monitoring network owned and operated by GRCA. This position is responsible for overseeing the delivery of the public safety and emergency preparedness plans for GRCA dams and dikes and takes a lead role in securing approvals for dam and dike projects. This position also provides technical support and is responsible for the operation and maintenance of the infrastructure related to GRCA's hydro-generation program.

The Senior Engineers - Capital Works, Water Infrastructure and Flood Management are supervised by this position. This position is a member of the Management Committee and actively assumes the role or provides support to the Flood Management Coordinator for the Grand River Conservation Authority.

#### **Specific Accountabilities**

1. Participate on Management Committee contributing to the development of corporate strategic plans, goals and objectives, policies, annual budgets and capital plans.
2. Establish strong working relationships and open collaboration with Management Committee, Managers and Supervisors within the division, and all staff within the GRCA.
3. Provide guidance, direction, mentorship and support for the Supervisors and staff in Engineering, to ensure effective delivery of programs and employee development. Promote and practice the GRCA's values in all actions.
4. Act as a Senior Operator in the flood forecasting and warning program, including participation in the on-call rotation. Assist with the water management and flood control program including emergency and day-to-day operations. This position is, or the alternate, to the Flood Management Coordinator.
5. Coordinate capital projects related to dam, dike, erosion and gauge monitoring infrastructure. This includes the preparation of requests for quotations, requests for proposals and tenders as required.
6. Provides oversight and manages construction projects, including contract administration and the coordination of consultants and contractors.
7. Responsible for compliance of GRCA dams with Provincial and Canadian Dam Association safety guidelines. Maintain dam operation and maintenance manuals, including procedural guidelines, detailed instructions for specific tasks and health and safety procedures.
8. Provides technical support to the Director on the administrative management of the hydro-

generation program and is responsible for the operation and maintenance of the infrastructure related to the hydro-generation program.

9. Oversees the Authority's flood line, shoreline and steep slope mapping program.
10. Oversees the development of flood inundation mapping for flood-prone communities to aid flood preparedness and municipal emergency plans with respect to floods.
11. Prepare and maintain the Five Year Capital & Maintenance Plan for dams and surface water quantity monitoring network infrastructure, and coordinate provincial and federal funding requests.
12. Assist in the preparation of annual departmental budgets, ensure budgetary control of expenses within assigned areas of responsibility and provide forecast updates to the Finance Department as required.
13. Assists with the development and maintenance of the Asset Management Plan for GRCA water management infrastructure.
14. Ensures annual inspections of GRCA dams, dikes and gauge stations are completed and documented appropriately.
15. Prepare technical reports, including infrastructure management plans, dam safety incident reports and board reports, as required.
16. Participates on federal, provincial, municipal and Conservation Ontario committees as assigned.
17. Supervise assigned staff and provide general direction for their related program areas.

### **Technical Accountabilities**

1. University degree in Civil Engineering with a specialization in, or experience with, water resources engineering and water management.
2. Previous experience with project management and/or construction experience with dams or large water management infrastructure is considered a significant asset.
3. Eligible for License to practice Engineering in Ontario
4. A minimum of ten years related working experience.
5. Strong project management skills with demonstrated experience with procurement, including preparation of requests for quotations, requests for proposals, tenders and agreements.
6. Knowledge of and experience with dam safety, surveillance and maintenance programs, as well as electromechanical systems and infrastructure maintenance.
7. Knowledge and experience with civil/structural engineering and design codes, standards and practices to perform complex projects on both concrete and steel construction, including experience in dam repair and rehabilitation.
8. Excellent interpersonal and oral communication skills to work effectively with consultants, contractors and multi-disciplinary team.
9. Effective organizational and problem-solving skills, including the ability to independently make decisions, prioritize work and manage competing deadlines.
10. Working knowledge of relevant legislation and standards including, but not limited to, the Conservation Authorities Act, the Occupational Health and Safety Act and related Regulations, Construction Lien Act, Environmental Protection Act, Environmental Assessment Act, Lakes and Rivers Improvement Act and Provincial/Federal Dam Safety Guidelines.
11. Excellent written communication skills with demonstrated ability to prepare correspondence, technical reports, financial analyses, board reports and other documents. Demonstrated analytical and research skills are also required.
12. Computer proficiency in Word, Excel and PowerPoint is required experience. Functional knowledge of GPS survey technology and GIS applications.
13. Valid driver's license and the ability to travel throughout the watershed.

## **Competencies and Abilities**

### **Professional Judgement**

Demonstrated ability in the area of critical thinking, analysis and assessment of risk and implications, making connections of underlying issues and ownership of the outcome. Sound judgment resulting in fair, efficient and effective decision making bringing clarity and resolution to complex and ambiguous situations, and discretion in dealing with confidential information. Ability to carry out skillful negotiations and interest based conflict resolution.

### **Integrity/Ethics**

The willingness to hold oneself and others accountable for acting in ways that are consistent with stated values, principles and professional standards. Maintaining impartiality, objectivity and fairness when dealing with employees, consultants, stakeholders and other agencies

### **Goal/Action Oriented**

Effective problem solving, collaboration, negotiation and facilitation skills. Develops goals that align with and support the strategic plan. Does not shy away from challenges and seldom gives up, especially in the face of resistance, setbacks or change. Seizes opportunities; takes initiative and is self-motivated. Organizes work, plans activities and sets priorities in a manner that meets competing needs and timely resolution of matters. Maintains high level of productivity and self-direction. Demonstrated experience in Project Management with the ability to work under pressure and handle multiple tasks simultaneously with changing or competing priorities. Achieving high standards of performance from others is important. Excellent organizational skills with respect to project management, project planning, contract management and time management.

### **Team Work**

Interacts with people respectfully and effectively as part of a team. Able and willing to share and receive information. The ability to gather facts and pertinent information to gain an understanding before drawing conclusions, taking action or resolving conflict. Demonstrated ability to build partnerships and alliances with peers, business communities, partners and staff. Exceptional internal communications skills are required for staff relations, working with other internal teams to achieve mutually beneficial outcomes and to provide support to other programs within GRCA.

### **Customer Focus**

Dedicated to meeting the expectations and requirements of internal and external customers. Develops and maintains effective relationships and ensures good communications with other staff, external stakeholders, consultants, contractors and other agencies. Works in close collaboration with internal stakeholders to keep them apprised of relevant information and significant issues in a timely fashion. Demonstrated ability to build ongoing working relationships and communicating with tact and diplomacy

### **Leadership**

Maintains a calm and professional attitude in the face of change, stressful situations and challenges. Creates a climate in which people want to do their best. Effectively manage employees, developing a team atmosphere, providing information to employees and having strong interpersonal skills being able to know about employee's concerns and questions. A high level of personal and professional excellence including the ability to align personal and organizational values. Excellent interpersonal and people management skills including the ability to attract, retain, coach and develop others. Demonstrated ability to ensure a safe working environment while being innovative, flexible and entrepreneurial.

**To Apply:** Please send a resume and covering letter to [careers@grandriver.ca](mailto:careers@grandriver.ca) in MS Word or PDF format and quote "Manager of Water Infrastructure" in the subject line.

**Deadline for Applications: 4:00pm October 4, 2022**

**Approximate Start Date: November 2022**

The annual salary range for this position is Job Level L \$109,854 to \$133,654 - 35 hours per week

GRCA offers a comprehensive benefits package including health, dental, vision care, life and disability insurance; membership in the OMERS pension plan and a pass for free entry into GRCA conservation areas.

We thank you for your interest, however only candidates under consideration will be contacted.

GRCA is an equal opportunity employer. We are committed to inclusive, barrier-free recruitment and selection processes and work environments. If you require any accessibility accommodations at any point during the application and hiring process, please contact us. Any information received relating to accommodation will be addressed confidentially

Pursuant to section 29(2) of the Municipal Freedom of Information and Protection of Individual Privacy Act R.S.O. 1990, C. M.56 the personal information contained on this form is collected under the legal authority of the Conservation Authorities Act, R.S.O. 1990, chapter C.27 and is used for recruitment purposes. Questions about the collection of personal information should be directed to the Manager of Human Resources, Grand River Conservation Authority, PO Box 729, 400 Clyde Road, Cambridge, Ontario N1R 5W6. 519-621-2761.