

Love where you live. Live where you work.

Halifax Regional Municipality (HRM) is home to almost half a million residents and is the economic, financial, educational, social and cultural centre for the Maritime region. HRM works to provide its citizens with the best quality of life in work and play.

Parks and Recreation unit for HRM strives to enrich the lives of residents and create vibrant communities by providing inclusive, affordable and accessible recreation services, facilities, and programs. Our recreation programs and services aim to reflect and inclusive of our diverse populations offering accessible, inclusive and affordable programs and services.

The Parks and Recreation division is recruiting a **Manager, Aquatic and Inclusion Services** to lead a seasoned team of professionals passionate about their community.

The **Manager, Aquatic and Inclusion Services** is a critical role accountable for the effective leadership and direction in the provision of aquatic and inclusion programs and services across Halifax. The Manager manages a dynamic and diverse portfolio and acts as the subject matter expert for all Aquatic & Inclusion matters. The Manager is accountable for overseeing the delivery of all aquatic programming (including boating), and inclusion services across the municipality. The Manager is accountable for proactively managing the high level of risk associated with the delivery of a broad range of Aquatic and Inclusion services. The Manager is accountable for over \$1.7 million in revenue, \$2.7 million in expenditures and additional leveraging of monies through partnering endeavours.

The **Manager of Aquatic and Inclusion Services** is responsible to develop and lead a high-performance team of staff (7 full time staff, up to 400-part time staff) with over 6500 programs and several other services and projects. The Manager is accountable for the safety of visitors, residents and staff in the operation of: 19 beaches, 3 indoor pools, 3 outdoor pools, Captain William Spry Centre, 6 Splash Pads and St Mary's Boat Club.

The **Manager of Aquatic and Inclusion Services** is responsible for developing and nurturing relationships with HRM partners – Multi-District Facilities, Lease Agreement Facilities and community organizations (i.e. Red Cross Society, Life Saving Society, Jumpstart, Swim Nova Scotia etc.)

We encourage applications from qualified African Nova Scotians, racially visible persons, women (applying for non-traditional positions), persons with disabilities, Aboriginal persons and persons of the LGBTQ+ community. HRM encourages applicants to self-identify.

DUTIES & RESPONSIBILITIES

- Accountable for the effective and efficient business planning and operations of programs and services delivered by the Aquatic and Inclusion Services unit.
- Provide leadership on all risk management, critical incidents and crisis management follow up including media inquiries.
- Represent the unit at public meetings, make presentations and meet with Councillors at local, provincial, national and international levels.
- Provide clear direction and set priorities for 7 full time staff (5 of which are safety sensitive positions) and have accountability for 400 safety sensitive positions for part time/casual staff.
- Manage, motivate, empower and coach unionized and non-union staff to provide quality programs and services and set performance standards.
- Oversees best practices and compliance for all Occupational Health and Safety standards and accessibility/inclusion legislation and agencies.
- Develop and maintain Inclusion Services Policies and Procedure manuals.
- Annually (and as required) evaluate the effectiveness of Aquatics and Recreation Programming accessibility and inclusion policies, procedures and the effectiveness of inclusion placements.
- Develop strategic partnerships to leverage resources to enhance effectiveness of service/program delivery within communities, particularly in marginalized areas.
- Manage an operating budget and capital expenditures as required.
- Act as the subject matter expert for all Aquatic and Inclusion matters for HRM owned facilities, including Multi-District facilities and Lease Agreement facilities (45 facilities), outdoor pools (3), splash pads (6), supervised beaches (19) and HRM owned and operated facilities (23).


QUALIFICATIONS

Education & Experience:

- Undergraduate degree in Recreation Management, Business Administration, Public Administration, or other relevant discipline.
- Current certification in National Lifeguard, CPR/Standard First Aid.
- Current training and professional development in effective management and leadership principles.
- Minimum five (5) years' experience in recreation service delivery in an Aquatic management or Aquatic supervisory role
- Demonstrated experience in managing a budget
- Water Safety or Life Saving Society Instructor certification would be an asset
- Risk Management Training Certification would be an asset
- Must have or be willing to obtain Aquatic Facility Operator Certification or Certified Pool Operators Certification within six (6) months.
- Experience in the field of Inclusion and Access considered an asset.
- Aquatic Safety Inspector and Aquatics Management Training Certification considered an asset.

Technical/Job Specific Knowledge and Abilities:

- Thorough knowledge of Aquatic and Inclusion practices, policies and risk management which impact service delivery.
- Knowledge of Critical Incident handling and reporting including how to respond to media inquiries
- Knowledge of strategic and operational planning.
- Knowledge and skills related to human resource management.
- Knowledge of quality front-line customer service principles.
- Excellent report writing skills.
- Ability to make decisions relative to urgency.



COMPETENCIES: Developing Others, Managing Change, Values & Ethics, Valuing Diversity, Risk Management (includes Stewardship of Resources), Visioning, Strategic Thinking & Innovation

WORK STATUS: Full time, permanent

HOURS OF WORK: Monday through Friday, 8:30am to 4:30pm. Some overtime may be required to meet operational demands

SALARY: M3 of Non-union Salary Band (\$80,000 to \$109,080) - salary commensurate with education and experience

WORK LOCATION: Capt. Spry Recreation Centre, Spryfield, NS

CLOSING DATE: Applications will be received up to **October 17, 2019**. To apply, please click on the following link:

https://sjobs.brassring.com/TGnewUI/Search/Home/Home?partnerid=25749&siteid=5764#jobDetails=601431_5764

Please note: We thank all applicants for their interest in this position. Only those applicants selected for interview/testing will be contacted.

During the recruitment process, applicants have the right to request accommodation. Applicants invited to participate in an assessment process (such as an interview or testing) and who require accommodation, should discuss their needs with the Recruiter when invited to the assessment process.

Qualified HRM retirees may also be considered for competitions. In these circumstances, a form of employment may be offered, including term and/or contract employment.