



Shape a place
where people
want to be



Position Title: Senior Policy Analyst

Position Status: Full-Time Regular

Department: Project Delivery

Employee Group: Teamsters Local 31

Location: 4515 Central Boulevard, Burnaby

Salary Range/ Wage Rate: PG T28 \$3,634.43 - \$4,294.18 bi-weekly

Our Project Delivery Department is seeking a Senior Policy Analyst who will be part of a major infrastructure delivery team delivering the design and construction of a \$8.4B+ portfolio over the next 5 years of water treatment, wastewater treatment, resource recovery and tunneling projects. The successful candidate will support the development and delivery of regulatory and governance policies, best practices, tools, resources and systems for all major projects at Metro Vancouver.

You are: A professional with a degree in policy, statistics, economics, environmental science, resource management, business administration, or similar, who is a self-starter and able to work independently. You are a team player, organized thinker, innovators, and excited about new infrastructure delivery approaches. You have experience with policy development and analysis with a strong project management background. You thrive in fast paced environments and love to innovate on new approaches and strategies.

This role:

- Develops and makes recommendations on strategies and policy proposals; presents and defends policy research, analysis and proposals to senior management.
- Researches, assembles, analyzes and interprets data; performs trend analysis and growth projections to determine past, present and future impacts of activities on District and regional infrastructure; prepares reports and briefings for review by a superior.
- Drafts revisions to bylaws; reviews effectiveness of existing governance structure; surveys municipalities regarding the implementation of same; prepares reports on findings and makes recommendations for consideration by senior staff; reviews and recommends funding eligibility for residents in the administration of incentive programs associated with new regulation bylaws or bylaw amendments.
- Establishes and maintains effective working relationships with staff, consultants, commercial enterprises and associations, municipal and other levels of government and non-governmental organizations; participates in or

chairs committees, task forces and working groups involving the general public or other stakeholders; makes presentations to various internal and external groups; provides technical advice to a superior and/or political committees; provides technical assistance, direction and information to various stakeholders and staff.

- Keeps abreast of developments in regulatory and demand side management options in other jurisdictions; undertakes or directs major research studies and projects.
- Coordinates the work of consultants engaged in technical and research projects; monitors consulting services and ensures compliance with specifications and addresses related problems; may supervise technical staff in the absence of a superior.
- Performs related work as required.

To be successful, you have:

- University graduation with a degree in policy, statistics, economics, environmental science, resource management, business administration or related discipline plus considerable related experience OR a Masters degree in a related discipline plus sound related experience OR an equivalent combination of training and experience.
- Thorough knowledge of provincial, regional and corporate programs, policies and best practices.
- Considerable knowledge of the principles, practices, methods and techniques of researching, evaluating and analyzing data related to issues under review.
- Considerable knowledge of sources of data and current literature, trends and developments in fields related to the work.
- Considerable knowledge of by-laws and legislation related to demand side management programs and of applicable departmental objectives, rules and regulations.
- Considerable knowledge of the methods, principles and practices of operating computer and peripheral equipment and software applications related to the work.
- Ability to collect, analyze and interpret statistical, technical and narrative data and to prepare clear and concise studies, reports and correspondence.
- Ability to interpret and apply departmental regulations, to formulate strategies and prepare recommendations regarding policy alternatives to air, liquid and solid waste regulatory problems, fees and related matters.
- Ability to communicate effectively orally and in writing and to make presentations (ie: strong written and verbal communication skills related to presentation, research, reports and policy development.)
- Ability to establish and maintain effective working relationships with a variety of internal and external contacts.
- Ability to direct and/or coordinate the work of consultants engaged in technical and research projects.
- Driver's Licence for the Province of British Columbia.

Our Vision:

Metro Vancouver embraces collaboration and innovation in providing sustainable regional services that contribute to a livable and resilient region and a healthy natural environment for current and future generations.

At Metro Vancouver, we are committed to cultivating a diverse, safe, equitable, and inclusive work environment for all. We strive to attract and retain a talented, diverse workforce that is reflective of the region we serve. If an accommodation is required during the recruitment and selection process, please contact careers@metrovancover.org for support. Learn more about our commitments to diversity, equity, and inclusion [here](#).

Please follow this link <https://metrovancover.org/about-us/careers> to our Careers page where you can submit your application by June 6, 2024.