



**Position Title:** Division Manager, Watershed Operations & Protection

**Position Status:** Full-Time Regular

**Department:** Water Services

**Employee Group:** Exempt

**Location:** 4515 Central Boulevard, Burnaby

**Salary Range/ Wage Rate:** Management / Leadership, Level M4B (\$150,105.67 - \$176,586.01 annually)

**Our Water Services Department is seeking a Division Manager, Watershed Operations & Protection who will play an integral role in managing the 60,000 hectares of land and reservoirs that make up the Metro Vancouver water supply areas. The Division Manager leads and guides a diverse team of professional wildfire, security, maintenance and public education staff in protecting the water quality of the region and educating residents on the water supply system and the importance of water conservation.**

**You are: A motivated, strong leader and team player with a positive attitude who enjoys working within a supportive and empowered team environment. You have a love of the natural environment and a passion for providing services to the Metro Vancouver Region. You are a problem solver who enjoys the challenge of working on multiple projects simultaneously in a fast paced environment.**

**The Division Manager, Watershed Operations & Protection reports to the Director, Watershed & Environmental Management.**

**This role:**

- Leads and oversees the Watershed Operations and Protection programs within the Watersheds & Environment Department. Works closely with the Director to develop strategic initiatives for the Watershed Operations and Protection programs that meet the Board Strategic Plan, Drinking Water Management Plan (DWMP) and the Watersheds & Environment Business Plan.
- Leads the development and implementation of a range of strategic activities associated with land planning, fire response and suppression planning, public education programming, and security programming for the protection of the Capilano, Seymour and Coquitlam water supply areas, as well as land planning and public recreation management in the Lower Seymour Conservations Reserve.
- Accountable for the Watershed Operation's and Protection program budget preparation and reporting and ensures the appropriate allocation of resources within the approved budget. Monitors and controls spending and ensures the effective and efficient expenditure of allocated funds. Contributes to the preparation of long-range

financial plans; develops and implements strategic initiatives; and guides staff on cost control. Working with the Director, leads the development of long-range infrastructure capital plans.

- Develops and maintains strong working relationships with diverse internal and external contacts on various matters affecting the division's work. Provides advice and guidance on approach and problem situations to others within Metro Vancouver, and on behalf of the organization to contacts external to the organization; represents the organization to the media, elected officials, and the public as required.
- Develop and reviews Board Policy, assists in writing and managing land tenure agreements, prepares Committee and Board reports, and oversees the development, implementation and updating of management and operational plans. Reviews and provides comments on consultant's reports and technical memos and delivers presentations to various audiences.
- Develops and implements procedure and process changes for staff due to changing circumstances including climate, budget, technology improvements and regulatory requirements to ensure service levels and other performance criteria are continuously met.
- Responsible for hiring, supervising, directing and motivating staff and monitors performance towards division, department and corporate objectives. Ensures staff adhere to corporate workplace policies and collective agreements.
- Leads, coaches, mentors and develops staff recognizing the importance of leadership, supervisory and technical training; develops and sustains a flexible workforce encouraging staff to pursue opportunities that complement their skills and experience. Works collaboratively to resolve technical, operational or interpersonal issues staff encounter while doing their work; monitors work assignments ensuring they are adequately staffed and funded.
- Participates in the Watershed Standby Duty Officer rotation to provide after-hours emergency response direction and supervision to staff. As a critical member of the Incident Management Team for wildfire response, participates in the Emergency Operations Center and/or Department Operations Center during wildfire and other emergencies to support the department as needed.
- Performs other related duties as required.

**To be successful, you have:**

- 10 years of recent, related progressive experience supplemented by a university degree in natural resource management or other relevant discipline and considerable supervisory and leadership work experience; or an equivalent combination of training and experience.
- Designation as a Registered Professional Forester is an asset.
- Considerable knowledge of natural resource management principles and operational best practices for large and remote watersheds and conservation reserves. Considerable technical understanding and practical knowledge related to water supply operations and protection, land management, wildland firefighting and public recreation area management.
- Proven ability to use independent judgment, tact and diplomacy to resolve complex problems with diverse implications. Ability to influence others, implement change, address problems and improve efficiencies; considering the long-term implications of decisions and actions.
- Demonstrated ability to build and maintain effective working relationships. Skill in dealing openly, tactfully and sensitively in a variety of situations. Proven ability to work cooperatively with others and skilled in resolving disagreements and preventing the escalation of conflict.
- Demonstrated ability to lead, supervise, coach and guide others while enhancing individual and team effectiveness. Ability to mentor and foster the development of direct reports and provide leadership to a number

of 'support but does not report' working relationships. Sound understanding of and ability to apply labour and employee relations principles and practices including applicable collective agreements.

- Excellent budgeting and financial management skills. Demonstrated ability to manage and monitor budgets, meet financial objectives and ensure the effective and efficient expenditure of allocated funds.
- Excellent written and oral communication skills including well developed report writing and public presentation skills; ability to communicate complex information and implications to diverse audiences.
- Considerable knowledge and demonstrated ability to lead and supervise in emergency response events.
- Ability to manage a diverse and complex portfolio of work while establishing challenging goals; demonstrates persistence in overcoming obstacles.
- Proficiency using Microsoft Office programs including Word, Excel, Outlook and Project.
- Valid BC Class 5 Driver's License.

### **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](mailto: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 July 17, 2024.*