



*A progressive city of 187,800 people located just a short 30-minute drive from Toronto, the **City of Oshawa** is one of Canada's fastest growing communities that is exceptionally positioned to live, work, learn and invest. Its strategic pursuit of sustainable growth, excellent community service delivery and co-operative partnerships have enhanced its quality of life advantage, while maintaining a strong commitment to financial stewardship.*

Job Title: Regular Full-Time Manager, Parks, Forestry & Trails

Posting Number: 004985

Department: Community Operations Services Department

Branch: Parks & Roads Operations Services

Location: Consolidated Operations Depot

Posting Start Date: 2024/08/16

Posting End Date: 2024/09/16 by 4:30pm

Employment Group: Exempt

Salary Grade: R-\$123,651 - \$145,473 per annum

Standard Weekly Hours of Work: 36.25

Shift Work Required: No

Job Description

Reporting to the Director, Parks & Roads Operations Services, or designate, be responsible for the development and maintenance of City-owned parks and open space and delivery of community support cemeteries and animal services programs.

Responsibilities:

- Duties include directing, managing, leading, coaching, coordinating, planning, and controlling all operations of Parks, Forestry and Trails Services
- Directing and assisting staff in the performance of their duties
- Developing, recommending and implementing policies and procedures to effectively maintain the City parks, trails and open space
- Developing and implementing short/long term strategies and work plans, policies, procedures and programs
- Responsible for the planning, development, implementation and control of the annual operating and capital budgets/forecast
- Directing and supervising personnel including contractors and programs of the Parks Forestry and Trails Services Division to ensure an effective and efficient delivery of services
- Responsible for human resources management
- Develop reports on a diverse range of issues
- Manage data and metrics and costing for the purposes of key performance indicators and program measures
- Liaise with other branches, departments, politicians, public, external governments and agencies
- Preparing reports, business plans, annual work plans and ongoing specialized strategic analysis
- Developing community stakeholders to support and implement various activities and programs

Requirements:

- Knowledge and skill generally associated with the completion of Bachelor Degree (4 years) in Landscape/Environmental Horticulture or related academic area, plus a minimum of eight (8) years of relevant experience in all aspects of parks development and maintenance, at least six (6) of which are in a supervisory capacity, or have the equivalent combination of education and relevant experience
- Demonstrated management and leadership skills and training, maturity, sound judgement, tact and discretion
- Demonstrated training and experience in strategic/change management
- Excellent analytical, financial, statistical, administrative, research and presentation skills
- Advanced computer skills and experience using relevant software applications (i.e. Microsoft Office)
- Excellent highly developed interpersonal skills, communication skills, both oral and written
- Good customer service experience
- Sound judgement and initiative relating to the need for attendance to matters in other than normal working hours is required
- Possession and maintenance of a valid Ontario Driver's Licence, minimum Class "G", in good standing

This position is eligible for hybrid work.

Apply online at: <https://oshawa.jobs.net/en-CA/search>

As a condition of employment, the City of Oshawa will require successful candidates to undergo a Criminal Records and Judicial Matters Check.

Please be advised that position location as noted is at the time of posting and is subject to change, as required due to operational needs.

We would like to thank all applicants however, please note that only those selected to attend an interview will be contacted and all other applicants will be kept on file. Applicants are advised that written, oral and practical testing may form part of the selection process.

The City of Oshawa is situated on lands and waters within the Williams Treaties Territory, home to seven First Nation communities of the Michi Saagiig and Chippewa Anishinaabeg, who have cared for and maintained these lands from time immemorial and continue to do so to present day. [Learn more](#)

We are an Equal Opportunity Employer in accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code (OHRC). The City of Oshawa promotes the principles of diversity, equity and inclusion and adheres to the tenets of the Canadian Human Rights Act and the Ontario Human Rights Code. The City of Oshawa encourages applications from women, Indigenous Peoples and persons of all cultures, ethnic origins, religions, abilities, ages, sexual orientations, and gender identities and expressions.

The City of Oshawa will provide accommodations throughout the recruitment and selection and/or assessment process to applicants with disabilities and/or needs related to the OHRC. If you require an accommodation during the recruitment process or assistance with the application process please contact Human Resource Services. Personal information provided is collected under the authority of The Municipal Freedom of Information and Protection of Privacy Act.