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want to be



**Position Title:** Division Manager, Sewer & Drainage Technical Services

**Position Status:** Full-Time Regular

**Department:** Liquid Waste Services

**Employee Group:** Exempt

**Location:** 4515 Central Boulevard, Burnaby

**Salary Range/ Wage Rate:** Management / Leadership, Level M4A (\$161,794.85 - \$190,355.78 annually)

**Our Liquid Waste Services Department is seeking a Division Manager, Sewer & Drainage Technical Services who will be responsible for providing leadership to a team of exempt and unionized technical staff that help support the operation, repair, and upgrade of wastewater and drainage conveyance facilities, in-house construction services, interagency utility projects, and sewage/drainage flow and rainfall measurement.**

**You are: An energetic leader and strategic thinker with operations and engineering experience in the utilities field, and strong change and people management skills. If this sounds like you, you should join our team.**

**The Division Manager, Sewer & Drainage Technical Services reports to the Director Operations & Maintenance Wastewater Collection & Drainage.**

#### **This role:**

- Leads division of engineering and technical staff responsible for the overall performance, operation and maintenance of Metro Vancouver's wastewater collection infrastructure including collection system piping infrastructure, pump stations, odour and corrosion control facilities, drainage channels and piping (including a dam), and wastewater detention tanks. Leads and manages complex work including in-house operations and capital engineering projects; metering and billing services; and the safe and effective conveyance of liquid waste to Metro Vancouver's wastewater treatment plant (WWTP) facilities. Works to provide technical support for field-based wastewater collections and drainage operations staff. Ensures compliance with all applicable regulatory requirements.
- Accountable for the Division's 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.
- Provides strategic direction for the development and implementation of systems and processes to enable the continual assessment of wastewater collection infrastructure and determine the overall condition of assets.

Provides overall direction for the division's preventative maintenance program and provides guidance for metering and billing activities.

- Adopts relevant operating and maintenance practices and technologies as appropriate and delivers system optimization projects ensuring Metro Vancouver's sewer and drainage infrastructure operates effectively and efficiently. Ensures project components are optimally coordinated, ensures availability of dependencies and coordinates work with adjacent projects or other initiatives as required.
- Provides strategic direction for the resolution of problems arising in the delivery of projects and prepares and delivers progress reports to senior managers and political committees as required. Writes and reviews reports, technical memos and drawings and delivers presentations to various audiences.
- Provides overall guidance and strategic direction for major shutdowns of the operating systems and ensures optimal coordination of work with relevant parties. Reviews and approves contingencies for unforeseen events to ensure no risk to the environment, interruption to services or risk to public and worker safety.
- Responsible for supervising, directing and motivating staff and monitors performance towards division, department and corporate objectives. Ensures staff adhere to corporate and board policies and work within existing policies, procedures and strategies. Develops new systems, policies and procedures for divisional activities.
- 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.
- Leads the implementation of various programs and strategic initiatives and ensures the division's activities are consistent with the organization's values and goals. Provides leadership to address critical and complex project emergencies; coordinates staff and makes decisions about how to best move forward.
- Liaises with other divisions, departments, external agencies, regulators, municipalities, private businesses, and the public on various issues affecting the division's work; partners with consultants and technical associations to further objectives. Ensures adequate engagement and communication in early project stages to incorporate relevant operating and maintenance considerations and to garner support and resources to complete 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.
- Performs other related duties as required.

**To be successful, you have:**

- University degree in engineering or other relevant field and 10 years of recent, related progressive experience; or an equivalent combination of training and experience.
- Formal professional or technical designation in appropriate area of expertise.
- Extensive technical expertise and understanding of regulatory requirements related to the design, construction, operations and maintenance of Metro Vancouver's wastewater collection infrastructure including knowledge of the safety and municipal by-law requirements. Demonstrated ability to lead and manage complex system engineering optimization projects involving multi-disciplinary teams and coordination with other divisions.
- 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 contract administration and project management skills including the ability to resolve complex issues.

- Excellent written and oral communication skills including sound report writing and presentation skills. Persuasively communicates complex information to diverse audiences and upholds the reputation of the organization in communications with external agencies, the media, elected officials, and the public.
- Ability to build and maintain respectful working relationships; skill in dealing openly and tactfully in a variety of situations. Proven ability to use judgment to resolve complex challenges; flexible and able to develop and revise strategies to address problems and changing circumstances. Demonstrates persistence in overcoming obstacles and considers the diverse and long term implications of decisions beyond the work at hand.
- Contributes to the team with constructive ideas and experiences; effectively deals with disagreements to prevent escalation of conflict; seeks to include team members in decisions that will impact them. Ability to make complex and sometimes controversial decisions and effectively administer work through unforeseen conditions. Strong organizational and time management skills.
- 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.
- 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 October 2, 2024.*