



FULL-TIME MANAGER OF ENVIRONMENTAL COMPLIANCE AND SUSTAINABILITY

COMPETITION NO.: GI-2025-04



Posting Date:	March 5, 2025	Closing Date:	March 21, 2025
Department:	Growth & Infrastructure	Hours per Week:	35 Hours
Benefits Entitlement:	Yes	Existing Position:	No
Pension Entitlement:	Yes – Employer Matched Contributions		
Salary Level 109:	\$110,456 - \$138,065 (2025)	Union:	Non-Union

Position Summary

The Manager of Environmental Compliance and Sustainability is responsible for overseeing the environmental performance and ensuring that compliance of environmental legislation is met corporately within the City of Timmins. This position manages, co-ordinates, facilitates, and advises on the development, implementation, monitoring, and enhancement of policies, capital projects, and development activities aimed at promoting environmental, energy, economic, and social sustainability within the Corporation and the community.

Duties

- Responsible for monitoring corporate environmental performance against internal and external compliance targets;
- Responsible for overseeing all regulatory compliance reporting;
- Liaising and communicate with regulatory agencies and key stakeholders regarding environmental performance;
- Drive the environmental strategy forward to ensure corporate sustainable development;
- Build awareness of environmental legislation and identify and lead to the prevention of any potential contravention of environmental regulations;
- Implement strategies and policies to ensure corporate environmental compliance is prioritized and championed by all levels within the Corporation;
- Manage the corporate management and policy adherence in relation to pollution control, environmental health, greenhouse gas emissions, renewable energy, waste management and diversion programs;
- Lead environmental investigations for significant incidents;
- Prepare and review environmental permits, licenses and approvals;
- Manage environmental management systems, certification and adherence within the corporation;
- Responsible for overseeing the Drinking Water Quality Management System;
- Assist in building short and long-range operational planning and community growth that incorporates sustainability and climate change;
- Act as an internal sustainability consultant within the Corporation to educate colleagues on emerging trends, programs and issues in sustainability and climate change;
- Analyze current policies, costs and benefits associated with implementing sustainable practices within the corporation;
- Conduct audits and develop quality management and assurance on the Corporation's business operations;
- Develop sustainability standards within the Planning and Engineering Department (ie: Official Plan, Subdivision Standards, etc);
- Provide the Corporate Communications Co-ordinator with updates on corporate environmental projects;
- Provide direction and support to the Environmental Co-ordinator;
- Prepare and provide reports to Council on matters relating to municipal environmental and sustainability improvements and planning;
- Manage the Risk Management Official office and Municipal Source Water Protection Program;
- Facilitate effective communication and engagement with stakeholders to ensure project expectations are met;
- Participate in and support the City's Continuous Improvement Program (CIP) to identify enhancements in service delivery, while also evaluating project outcomes and processes to drive Continuous Improvement.

Qualifications

- Bachelor's Degree in Environmental Engineering, Environmental Science or related field;
- Risk Management Official & Inspector designation required;
- Minimum of four (4) years of previous related experience;
- Demonstrated skills and training in environmental science, regulatory compliance and sustainability practices;
- Demonstrated leadership ability to co-ordinate, plan, supervise, and direct the work of others;
- Strong effective report writing and project management skills;
- Ability to effectively communicate at all levels of the organization; coupled with extremely effective negotiation, facilitation and conflict resolution skills;
- Highly proficient in computer literacy utilizing MS Office software applications;
- Possess a valid Ontario 'G' Driver's license;
- Current and Clear Criminal Record Check.

How to Apply

To apply for this position applications must be received by the Human Resources Department no later than **4:00 pm** on the closing date of **March 21, 2025**.

Via Email: human_resources@timmins.ca

The City of Timmins is committed to providing a safe and supportive workplace where diversity, equity and inclusion are at the core of how we conduct business. As part of this commitment, we will ensure that persons with disabilities are provided reasonable accommodations throughout the recruitment and selection process, in accordance with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. Personal information provided is collected under the authority of The Municipal Freedom of Information and Protection of Privacy Act. We thank all applicants for their interest; however, only candidates under consideration will be contacted.