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Position Title: Program Manager, Major Projects – North Shore Wastewater Treatment Plant (2 Positions)

Position Status: Full-Time Regular

Department: Project Delivery

Employee Group: Exempt

Location: 4515 Central Boulevard, Burnaby

Salary Range/ Wage Rate: Professional / Technical, Level P4B (\$138,719.130 - \$163,194.52 annually) (2024 wage rates)

Our Project Delivery Department is seeking two Program Managers, Major Projects (2 Positions). One position will focus on construction and the other will focus on administration.

The Program Manager – Major Projects (Administration) will lead a team responsible for maintaining the overall Project Management Plan as well as for overall program reporting, governance, and administration. Special projects, such as cost impacts due to government policy changes, will also be assigned to this team. This is a critical role to drive team integration on the North Shore Wastewater Treatment Plant (NSWWTP).

The Program Manager – Major Projects (Construction) will work at the Project Site leading a team of Engineers and Specialists providing oversight of all construction activities at the NSWWTP. As the senior representative of Metro Vancouver on the site, the Program Manager – Major Projects (Construction) will work closely with Engineering and Construction contractors to progress planning, execution and progress measurement of a complex, multi-disciplinary construction project.

You are: An experienced leader with significant experience in the delivery of large water, wastewater or process mechanical projects. Ready to work in a dynamic team, delivering critical infrastructure for the region.

The Program Manager – Major Projects (Administration) reports to the Division Manager – Program Controls, Commercial, and Administration, for the NSWWTP project.

The Program Manager – Major Projects (Construction) reports to the Project Manager, for the NSWWTP project.

These positions will be located at the project office in North Vancouver and/or at the construction site in North Vancouver for the duration of the NSWWTP project.

This role:

- Works as a technical specialist/expert resource to manage the delivery of major projects; responsibilities may include coordination of design, construction and commissioning activities for the project; In coordination with the Project Manager, administers construction contracts, makes recommendations on contract management and prepares reports and presentations to senior management.
- Leads and manages a multi-disciplinary team consisting of engineering and technical staff, external consulting engineers and project management specialists. May lead contract development, tendering, negotiation and administration; audits work of program staff to ensure technical and safety standards, corporate and department policies and procedures are met; ensures that projects are completed on time and on budget according to approved plans and specifications and that quality standards are maintained.
- Accountable for budget preparation, reporting and resource allocations for areas of responsibility within the overall project; monitors and controls spending ensuring the effective and efficient expenditure of allocated funds. Works closely with team leadership to determine overall priorities, establish work plans and ensure the effective risk management for the project.
- Hires, supervises, directs and motivates staff monitoring performance towards division, department and corporate objectives. Ensures adherence to corporate policies and collective agreements. Leads, coaches, and mentors 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. Supervises and directs the work of consultants and contractors.
- May act as a senior representative of Metro Vancouver at the construction site. Leads the implementation of the site safety plan and quality management process.
- May coordinate with the Engineer of Record site team for inspection, submittal responses and issue resolution; reviews schedule updates and submitted change requests and assess validity.
- Works collaboratively with staff to resolve complex technical, design, operational, or interpersonal issues staff encounter while doing their work. Facilitates information sharing among staff to transfer knowledge and experience and increase the efficiency and effectiveness of the team. Establishes effective working relationships with various stakeholders including municipalities, contractors and vendors, external stakeholders and partners, as well as local First Nations.
- Represents the division and works collaboratively with internal and external stakeholders to attain the Program's objective. Upholds Metro Vancouver's reputation through positive and forthright dealings with other organizations and members of the public. Understands the organizational culture and the processes/mechanisms necessary to attain work objectives.
- Performs other related duties as required.

To be successful, you have:

- A Bachelor's Degree in a relevant field such as Engineering or Construction Management; or Diploma of Technology and significant construction leadership experience. 10 years of recent related experience in project management and delivery; or an equivalent combination of training and experience.
- Membership, or eligibility for immediate membership, in a relevant professional association such as EGBC or PMI.

- Extensive technical expertise and understanding of general engineering principles, standards and best practices. Superior ability to interpret, apply and advise others on engineering and related guidelines, such as technical manuals, codes and regulations, contracting policies, safety regulations and corporate and board policies.
- Excellent written and oral communications skills including sound report writing and presentation skills; ability to communicate complex technical requirements and implications to diverse audiences.
- Sound budgeting and financial management skills. Ability to monitor budgets, meet financial objectives and ensure the effective and efficient expenditure of allocated funds.
- Ability to build and maintain effective working relationships with internal and external contacts under circumstances that may be political and sensitive. Skill in dealing openly, tactfully and sensitively in a variety of situations including dealings with the public, member municipalities and other stakeholders. Builds a strategic network of relationships with outside groups relevant to field of specialty. Ability to establish clear expectations and effectively resolve differences; strong ability to prevent the escalation of conflict.
- Ability to meet timelines and objectives under considerable pressure and constraints; demonstrates persistence in overcoming obstacles. Demonstrated ability to identify areas of opportunity or risk and propose solutions to resolve issues in the best interest of the organization; understands and evaluates the diverse impacts of decisions. Ability to analyze, interpret and advise on complex issues where considerable variation in interpretation is possible.
- Demonstrated supervisory and managerial skills including the ability to lead multi-disciplinary teams.
- Proficiency using Microsoft Office programs including Word, Excel and Outlook.
- 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.

Metro Vancouver employees proudly serve the region and demonstrate the behaviours and attributes of six leadership competencies: Accountability, Adaptability, Building and Nurturing Relationships, Communication, Continuous Learning, and Strategic Thinking and Action.

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 March 11, 2026.