

Job Title: Senior Advisor, Program Development - Water & Wastewater Planning

At Halton Region, we treat everyone with respect, honesty, fairness and trust. As an equal opportunity employer, we are committed to establishing a qualified workforce that is reflective of the diverse population we serve. Halton Region is committed to providing accommodation to individuals with disabilities throughout the recruitment process.

If you are looking for a role where you can lead a team towards the delivery of municipal infrastructure projects for the residents of Halton, we want to hear from you. Over the next 10 years, the Region will be investing over \$5 billion in transportation, water and wastewater infrastructure. We are committed to delivering high quality infrastructure for the residents, businesses and visitors to Halton Region, and are looking for dedicated, forward thinking and enthusiastic individuals to join our Public Works team!

As an employer of choice, Halton Region recognizes the many benefits of hybrid work arrangements including flexibility and better work-life balance for our employees. This position is eligible for our Hybrid Work Program.

Posting ID: 3021

Department: Public Works

Division: Infrastructure Planning & Policy

Pay Range: \$108,091 - \$144,121

Job Type: Permanent

Hours of Work: 35 hours per week

Work Location: 1151 Bronte Road, Oakville, Ontario

Employee Group: MMSG

Posting Date: April 24, 2024

Application Deadline: May 15, 2024

Job Summary

Reporting to the Manager of Water and Wastewater Planning, the Senior Advisor, Program Development is responsible for leading and providing technical expertise for Region-wide water and wastewater studies to support growth in Halton Region. Key undertakings that the Senior Advisor will lead include the Water and Wastewater Master Plan and associated water and wastewater studies including the development and delivery of the Annual Water & Wastewater Monitoring Report, and the development and administration of the monitoring and implementation plan for the Master Plan.

Duties & Responsibilities

- Lead and provide technical expertise during the development of the Region's Water & Wastewater Master Plan and associated Region-wide water and wastewater related studies to support growth priorities.
- Lead the development and administration of the monitoring and implementation plan for the Water & Wastewater Master Plan including related Key Performance Indicators.
- Lead the development of a process to monitor and report on available water and wastewater system capacity on an annual basis, in collaboration with other stakeholders, to support growth priorities across the Region.
- Monitor the performance of long-term plans, in accordance with growth, asset and financial performance targets to meet long term needs of the Region, and adjust plans and programs as necessary.
- Develop comprehensive water and wastewater programs including timelines, budgets and resource requirements.

- Carry out and/or review area specific technical water and wastewater studies and feasibility studies, including Area Servicing Plans, Functional Servicing Reports, and policy related to water and wastewater infrastructure.
- Provide water and wastewater input and technical support on Regional projects, as well as projects undertaken by others, such as the Local Municipalities, to support the timely delivery of the water and wastewater network across the Region.
- Develop water and wastewater planning procedures/policies/guidelines, preparation of staff reports and recommendations to Regional Council on matters dealing with water and wastewater planning.
- Cultivate strong relationships with staff across many departments and divisions of Halton Region through developed and demonstrated professionalism, awareness, political acuity and responsive communications.
- Represent the Region on technical studies and committees and before municipal tribunals related to water and wastewater infrastructure.
- Perform other duties as assigned.

Skills & Qualifications

Essential

- Post-secondary education in Engineering and/or Environmental Studies/Sciences, along with Certification in Ontario with a Professional Engineering License (P.Eng.).
- A minimum of eight (8) years of progressive experience in planning municipal water and wastewater infrastructure.
- Demonstrated understanding of the principles and practices of the Municipal Class Environmental Assessment (Class EA) process.
- Experience in applying water and wastewater industry best practices, standards and guidelines.
- Strong project management, strategic planning, organization, analytical, and problem-solving skills.
- Excellent oral and written communication skills.

Preferred

- Hydraulic modelling software experience including InfoWorks ICM, InfoWater, ARC GIS.
- Project Management Certification (PMP)
- An equivalent combination of education and experience will be considered.

Working/ Employment Conditions

Working Conditions

- Hybrid work from home/office environment.
- In-person meetings and site visits will be required.
- The successful incumbent must supply their own transportation and will be required to provide a copy of their driver's license by their first day of employment.

Important information about your application:

- In accordance with requirements in Ontario Regulation 191/11 – Integrated Accessibility Standards and the Ontario Human Rights Code, Halton Region will accommodate the needs of individuals with disabilities throughout the recruitment process. If you require accommodation at any stage of the recruitment process, please inform the Talent Acquisition representative of the nature of the accommodation(s) you require.
- Please submit your application online. We will accommodate individual needs for applicants with disabilities and others who are not able to apply online. If you experience any issues with submitting your application, please contact HR Access at 905-825-6000 extension 7700.
- Applications will be accepted until 11:59 p.m. on the deadline date specified on the posting.
- We encourage applications from all qualified individuals; however, only those under consideration will be contacted.

- Personal information collected through the job application process will only be used for the purpose of determining qualifications for employment.
- If selected for an interview, you will be contacted by email and/or phone. Please ensure the contact information provided on your resume is up to date and that you check your email and voicemail regularly.

Halton Region serves more than 624,000 residents throughout Burlington, Halton Hills, Milton and Oakville. We are committed to the delivery of high quality programs and services that make Halton a great place to live and work. We engage great people who contribute to meaningful work that makes a positive difference in our community. At Halton, you are encouraged to grow and succeed in your career and are recognized for your accomplishments and contributions. As an employee, you will be part of a progressive, service focused and award winning employer with a diverse and inclusive work environment.