



Making a difference...together

Leadership Opportunity

Manager, Solid Waste Operations

Environmental Resource Management – Parks & Environmental Services

Competition	19/195
Status	Exempt Management
Salary Range	\$96,050 - \$113,000 annually
Review of applications begins	4:00pm on October 11, 2019, but the position will remain open until filled.

Make a difference and become a part of the Capital Regional District's vibrant future! Located in one of the world's premier places to live, work and visit, the Capital Regional District (CRD) strives to create liveable, vibrant communities, practice exemplary environmental stewardship and build a prosperous and sustainable economy. We are an outcome driven, high performance organization respected for its commitment to the citizens we service and the services we provide.

Position Purpose

This position has overall responsibility for the safe and effective operation of the Hartland Landfill, Recycling and Transfer facility as measured by the environmental, economic and social bottom line and regulatory compliance.

Key Accountabilities / Position Outcomes

- Provides world class facility levels of service - optimizes facility operations to minimize operating and maintenance costs while delivering the highest level of service to customers.
- Ensures operational needs are met – liaises with other CRD departments to coordinate capital works and maintenance to meet the needs of the facility. Identifies and implements minor capital projects. Coordinates the work of contractors and consultants and ensures compliance of contractors through contract administration.
- Ensures regulatory compliance – liaises with other CRD departments to provide technical review assistance and guidance to ensure relevant legislation and guidelines are met, recommends improvements to monitoring programs and suggestions for capital works. Responds to emergencies and liaises with emergency response personnel as required.
- Responsible for overall site safety – conducts routine safety meetings and inspections to assure the safety of all staff, contractors, consultants and customers.
- Provides supervision and guidance – creates a team environment, coaches staff, evaluates performance and imposes discipline as necessary.
- Ensures policies, structures, systems, resources and management practices are in place and effective to support facility operations.
- Uses diplomacy, tact and strong written/verbal communication, presentation and relationship building skills to maintain strong relationships with partners, regulatory authorities, elected officials, environmental agencies, community groups the general public, and other internal and external groups supportive of Hartland's objectives.
- Follows all policies, procedures and standards of the CRD
- Performs other related duties as required.

Qualifications

- A Bachelor of Science degree plus 10 years of relevant experience demonstrating career progression including at least 5 years in a full supervisory capacity or an equivalent combination of education and experience may be considered. A minimum ASCTBC Certification and a Certified Landfill Managers Certificate (SWANA).

Role-specific Knowledge, Skills & Abilities

- Knowledge and experience in the application and interpretation of Federal, Provincial and Municipal Act, regulations and guidelines specific to solid waste management.
- Operational knowledge of WCB regulations and the ability to plan and coordinate projects to ensure safety of employees, contractors, consultants and the public.
- Excellent verbal and written communication, presentation and public speaking skills with the ability to prepare comprehensive technical reports and specifications and write legal/contractual reports and documents, e.g., Solid Waste Management Operating Plan, and develop ISO 14001 EMS compliance and certification, etc.
- Demonstrated knowledge of provincial and federal waste management regulations, local bylaws, WCB regulations, collective agreements and the rules and regulations governing the operation and programs of the Solid Waste division.
- Knowledge of procedures and practices used in administering and operation of a landfill facility, including HHW facility, gas collection/utilization facility, cover systems, transfer station, recycling centre, reforestation and leachate management.
- Knowledge of environmental programs and issues to effectively interface with other Parks and Environment departments, politicians, neighbours and other professionals.
- A valid BC driver's license is required

Applications

To apply for this exciting opportunity, please submit your resume and covering letter online at www.crd.bc.ca under "Careers".

The CRD thanks you for your interest and advises only those candidates under active consideration will be contacted.



Appendix – Leadership Profile

CRD Leaders are champions for creating an accountable, high performance, service oriented organization that makes a difference in our community. They pay attention to shifts and trends in an ever-changing and complex environment and think strategically to serve residents, businesses and local governments today while developing a sustainable organization for the future.

Leadership Summary:

Leaders at this level generally manage professional employees and/or supervisors, developing plans and coordinating resources to meet the operational objectives of the work group. They manage financial resources and uses in-depth expertise in own field to resolve operational problems, improve effectiveness, and implement the functional strategies of the work unit.

CRD Leadership Competencies:

While CRD Leaders are accountable to all Leadership Competencies, the following have particular relevance to this position:

Sees the Big Picture

Understands and helps others see the complexity of the CRD environment, including:

- Identifies connections, relationships and possibilities between and within different parts of the CRD
- Considers the impact of actions on other areas and/or the whole organization
- Helps others to connect current actions with the vision and strategic goals of the CRD
- Reviews and adapts plans to take advantage of emerging opportunities and to address changes in other areas

Is Accountable for Results

Aligns the people, resources and systems necessary to deliver business results, including:

- Takes personal accountability for actions and outcomes in own area of responsibility
- Delegates appropriately to achieve results
- Empowers others to be accountable by setting clear outcomes, checking-in regularly, and providing mentoring to ensure goals are met
- Celebrates individuals/teams successfully delivering outcomes

Understands the Politics

Uses an understanding of the complexity and nuances of own political arena (internal and external) to gain stakeholder support, including:

- Communicates relevant and timely information and alternatives to help stakeholders make decisions
- Anticipates barriers and motivators for stakeholder support
- Balances the nature of communication between informing and influencing
- Uses an understanding of timing to take the right action at the right moment to gain stakeholder support

***note: internal stakeholders can include decision makers, those who allocate resources and/or superiors*

Focuses on Service

Maintains a focus on service (internal and external) including:

- Solicits information and feedback from clients and uses it to continually improve service
- Ensures decisions and changes align with our core business and serve the client
- Models a personal commitment to making a difference for clients
- Empowers employees to be accountable by removing barriers to service
- Recognizes and rewards employees for finding ways to improve service

Builds Partnerships

Pulls people together to accomplish goals that could not be reached individually, including:

- Uses formal and informal networks to identify opportunities for collaboration
- Invites participation from diverse groups with common interests
- Balances consensus building skills with negotiation and influencing skills to achieve outcomes
- Empowers team members to take joint ownership of outcomes