



Manager, Planning and Regulation

Permanent Position
Immediate Opening
Competitive salary package

The Manager, Planning and Regulation is responsible for coordinating and overseeing the activities of the Planning and Regulation Department. The Manager, Planning and Regulation will ensure the effective delivery of municipal planning advisory services, and be responsible for engineering services, Section 28 Regulation administration and enforcement and watershed planning. This position is responsible for the design, development and implementation of various planning projects and the coordination of existing programs and special projects.

In addition to these prime responsibilities, the Manager, Planning and Regulation Services will give assistance to other Authority programming areas as required in order to advance and promote conservation and resources management.

General Duties (including but not limited to)

- Coordinate, supervise and provide technical support for the Planning and Regulation department, ensuring environmental, regulatory, technical conditions and processes are addressed such as; Municipal Planning Advisory Services, Section 28 permitting and enforcement, DFO Fisheries review, Stormwater Management, Floodplain Mapping and Watershed Planning
- Review and approval of planning and regulation articles and coordinate engineering comments with respect to stormwater management and floodplain considerations
- Development and update of guidance documents including Watershed Planning Policies, Regulation Policies, Environmental Impact Study guidelines, procedure documents, fee schedules and monitoring strategy
- Coordinate, implement and supervise projects including, tender writing, contract development, proposal writing, departmental budget development
- Provide liaison between the Authority, the public, federal, provincial and municipal staff, developers, consultants, real estate agents, and special interest groups with regard to the mandate and activities of the Planning and Regulations department, as required

Qualifications

- Minimum 5 years supervisory experience preferably in a planning environment
- University or degree in Water Resources, Environmental Engineering, Planning, Resource Management or related disciplines
- Experience in dealing with relevant provincial planning policies and Conservation Authority regulations
- Excellent communication skills, both written and oral
- Applicants must have a strong background and related job experience with the Microsoft Office software suite, and be familiar with workplace legislation such as Employment Standards Act, WSIB, Occupational Health and Safety
- Excellent knowledge of and experience in hydrologic and hydraulic modelling, current water and environmental management principles and technologies, municipal planning, federal and provincial legislation
- Possess a valid M.T.O. driver's licence and clean driving record

Qualified candidates are invited to submit a resume, a covering letter and a separate document that **clearly demonstrates how they meet the above position requirements**, in one MS WORD or ADOBE PDF file format, no later than **December 4, 2009** to:

Mark Majchrowski, Director Watershed Management

KAWARTHA CONSERVATION

277 Kenrei Road, R.R. #1, Lindsay, Ontario K9V 4R1

Fax: (705) 328-2286

Email: resumes@kawarthaconservation.com

Re: Manager, Planning and Regulation

Thank you for your interest in Kawartha Conservation, but only those applicants that are successful in receiving an interview will be contacted.

For the complete Terms of Reference go to: www.kawarthaconservation.com/resources/opportunities.html