

Supervisor, Environmental Engineering

Why Guelph?

When you join the City of Guelph, you join a team of over 2000 employees who deliver services the community relies on every day. Together, we are bringing to life Guelph's vision of an inclusive, connected, and prosperous city where we look after each other and our environment. As a single tier municipality, we offer a variety of occupations and career specialities within our organization. Guided by the goals and objectives of the Future Guelph: Strategic Plan and committed to the Corporate Values of integrity, service, inclusion, wellness and learning, the candidate will aid in the achievement of the Community Vision for an inclusive, connected, prosperous city.

What we offer

We offer competitive wages and comprehensive benefits to meet the needs of our diverse employees. Many of our positions offer:

- Paid vacation days, increasing with years of service
- Paid personal days;
- Hybrid and flexible work arrangements;
- Defined benefit pension plan with OMERS, including 100-per-cent employer matching;
- Extended health and dental benefits, including Health Care Spending Account;
- Employee and Family Assistance Program;
- Parental leave top up program;
- Learning and development opportunities including tuition assistance
- Employee recognition programs.

Position Overview

This position supervises the City's environmental engineering and stormwater engineering work programs. They provide leadership and technical supervision of staff, coordinating interdepartmental activities, liaising with senior governments and adjacent municipalities and working with stakeholders in regards to brownfield redevelopment, monitoring/managing contaminated sites, supervising the stormwater utility work program and supervising the design and project management of stormwater capital projects. Guided by the goals and objectives of the City's Strategic Plan and committed to the Corporate Values of integrity, service, inclusion, wellness and learning, the candidate will aid in the achievement of the Vision for an inclusive, connected and prosperous city.

Key duties and responsibilities

- Supervise the work of staff and project consultants.
- Manage the monitoring and mitigation of contaminated sites.
- Provide engineering review and recommendations on development applications pertaining to brownfields and stormwater management.

- Manage implementation of post-development environmental and stormwater monitoring programs.
- Liaise with adjacent municipalities, federal, provincial and other external agencies in dealing with contaminated sites and stormwater management.
- Prepare/review cost-sharing and/or grant agreements.
- Establish contacts with stakeholders and community groups to promote community awareness and promote community participation in environmental assessments and reviews.
- Oversee the stormwater utility work such as pond monitoring, pond clean out and oil grit separator maintenance programs.
- Oversee Stormwater CLI-ECA compliance monitoring.
- Supervise the stormwater service fee operation, stormwater credit and rebate program and stormwater outreach program.
- Schedule and oversee stormwater capital projects to ensure efficient and cost-effective delivery of capital projects.
- Develop, maintain, implement project charters, project management plans, cost and schedule forecasts, risk management plans and other required documentation in compliance with the City's Project Management Office approved methodologies, tools and processes including developing and maintaining management plans for scope, schedule, cost quality, resource, communications, risk, procurement, and stakeholder management.
- Coordinate, direct and manage staff resources in the delivery of projects.
- Perform contract administration duties including preparation of tender documents.
- Coordinate project accounting including processing of payment certificates and invoices.
- Prepare committee/council reports, recommendations and presentations as required.
- Undertake public consultation as required.
- Perform other related duties as assigned.

Qualifications and requirements

- Considerable experience related to the duties listed above, normally acquired through a University Degree in Environmental or Water Resources Engineering or closely related field, considerable experience in municipal engineering related to environmental and stormwater related duties and considerable project management experience in municipal stormwater design and construction. Candidates with an equivalent combination of education and experience may be considered.
- Registered as a Professional Engineer with the Professional Engineers of Ontario.
- Leadership skills acquired through experience leading and motivating staff.
- Experience with computer modelling software PCSWMM.
- Must possess a valid Class "G" driver's licence with a good driving record. Successful candidates will be required to provide a current driver's abstract prior to their start date to confirm their license is held in good standing and that it has not been suspended or revoked under the Highway Traffic Act (HTA) or Criminal Code of Canada in the last 5 years. The City of Guelph will take into consideration the number of demerit points and/or nature of the infractions to determine if it meets our requirements.
- Highly developed project management skills; ability to handle multiple priorities.
- Sound analytical, decision making, problem solving and leadership skills.
- Knowledge of relevant legislation, guidelines, standards and specifications as it relates to environmental engineering.
- Ability to establish and maintain effective working relationships with a diverse group of stakeholders.

- Excellent customer service skills with the ability to resolve customer inquiries/complaints effectively.
- Excellent interpersonal skills with the ability to engage staff and work in a team environment.
- Able to manage multiple and changing demands and priorities.
- Excellent communication skills with the ability to communicate with all levels of staff, stakeholders and the general public.
- Knowledge of the Occupational Health and Safety Act.

Hours of Work

35 hours per week Monday to Friday between the hours of 8:30 am and 4:30 pm. Evening or weekend work will be required to attend meetings or respond to urgent issues. This position is eligible for hybrid and flexible work arrangement options (as per current corporate policy).

Pay/Salary

Non-Union Grade: 7 \$102,488.30- \$128,110.37

How to apply

Qualified applicants are invited to apply using our **online** application system by **May 5, 2024**. Please note all applicants must complete the online questionnaire specific to this position at the time they submit their resume and cover letter in order to be considered.

Please visit the job posting listed on our City of Guelph [careers page](#) and click on the "Apply for this job" button. Instructions will follow.

The City of Guelph is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive workplace where employees feel welcome, valued and engaged. Our employment policies strictly prohibit all forms of discrimination on any of the grounds in relevant laws. All employment practices are solely based on individual merit, qualifications, and organization's needs at the time. In keeping with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act, we are committed to working with and providing reasonable accommodation for qualified individuals in our job application procedures. If you need an accommodation in order to participate in the hiring process, you may contact us to make your needs known in advance.

Personal information collected through the recruitment process will be used solely to determine eligibility for employment. We thank all candidates in advance; however, only those being considered for an interview will be contacted.