



KAWARTHA CONSERVATION

Water Resources Engineer

Position Summary

Responsible for providing engineering and planning support functions to the Planning, Development, & Engineering Department. This position will be involved in the technical review of planning applications and submissions made under Regulation 182/06; the preparation of long-term planning documents, such as watershed planning documents and servicing plans; providing engineering support for surface water modelling and floodplain mapping, and assisting with field operations, including surveys, data compilation, technical plans, and reports.

Department: Planning, Development, & Engineering

Reports To: Director, Planning, Development, and Engineering

Standard Hours of Work: 35

Key Responsibilities (Included but not limited to)

Client Service

1. Provide excellent customer service including client reception and responding to general and planning inquiries as required.
2. Provide liaison between Kawartha Conservation, the watershed community, municipalities, developers, consultants, real estate agents and other interest groups with regard to the planning and regulations department, as required.
3. Develop and maintain good interpersonal business relations with staff in watershed municipalities, provincial and federal agencies, and the development and consulting community.

Technical

1. Review and approval of development applications submitted under the Planning Act and Conservation Authorities Act, Ont. Reg. 182/06.
2. Technical review of development plans with respect to stormwater management, sediment and erosion controls, grading and drainage, and natural hazards (e.g. flood and erosion hazards).
3. Technical review of floodplain management studies, geotechnical reports, soil quality studies, watercourse alterations studies and water related infrastructure plans (e.g. bridges, ditches, pipes, drains etc.).
4. Responsible for managing projects such as floodplain studies and other engineering related studies.
5. Assisting with Flood Forecasting, as needed.
6. Review and design Low Impact Development projects.
7. Provide input into regional servicing initiatives/plans.
8. Report preparation and presentations to the Board of Directors, various committees, municipalities, interest groups, and community, as directed.
9. Floodplain mapping and flow interpretation.



10. Provide engineering advice to municipalities, landowners, consultants, and staff.
11. Adhere to fee tracking, invoicing and collection for plan and regulatory review of development applications.
12. Keep current on applicable policies, procedures, technical guidelines and science and emerging technologies e.g. SWM, Flood Plain Management etc.
13. Assist in the preparation and review of guiding documents, such as planning and regulation policies, official plans, and operational guidelines.
14. Prepare hydraulic and hydrology modeling in association with watershed planning and other projects of the authority.
15. Preparation of technical reports with regard to watershed planning documents.
16. Assist in the Flood Forecasting and Monitoring program as requested.
17. Assist with stream flow measurements, gauge maintenance, data retrieval, data management and reporting, flood forecasting and warning operations, and contingency strategies.
18. Represent Kawartha Conservation on government/NGO working groups, committees, and task teams.
19. Assist in the preparation of department priorities, work plans, budgets and reporting requirements
20. Prepare tender documents and contracts and assist with their administration e.g. monitoring, payment and legal issue; assist in the preparation of evidence for board hearings and other court proceedings.
21. Assist in the maintenance of accurate digital and paper filing systems.
22. Supervision of contract and summer staff, may be required
23. Demonstrate exemplary customer service.
24. Responsible for specific projects as assigned.

Health & Safety

1. Work in compliance with the provisions of the OHSA and its regulations, as well as, the Kawartha Conservation Health and Safety Policy.
2. Read, understand and follow our Health and Safety Policy and Programs.
3. Participate in all Health and Safety related courses and training as assigned
4. Minimize Health and Safety hazards and risks with work activities
5. Actively participate in the implementation of Health and Safety workplace initiatives and programs

Scope of Accountability

Freedom to make independent technical decisions within the scope of his/her expertise and in keeping with provincial and Kawartha Conservation policies, guidelines, and procedures. Provides advice and recommendations to the Director, Planning, Development, & Engineering on all other matters such as strategic initiatives, Kawartha Conservation programs, work plan and budget matters, and technical issues beyond the scope of his/her expertise; identifies contentious issues to senior management.

Skills and Experience

- ❖ University degree with a background in Water Resources, Environmental Engineering, or Civil Engineering.

- ❖ Minimum five (5) years demonstrated experience in a water resource engineering environment.
- ❖ Professional Engineer (P.Eng) in good standing with the Professional Engineers of Ontario (PEO).
- ❖ Knowledge of municipal and environmental planning an asset.
- ❖ Related courses in software applications, including OTTHYMO, HEC-RAS, and HEC-2.
- ❖ Proven ability in planning, designing, managing and implementing a variety of water resources projects and programs.
- ❖ Some knowledge of provincial planning policies and Conservation Authority regulations.
- ❖ Demonstrated knowledge of and experience in hydrologic and hydraulic modeling, provincial planning policies and technical guidelines/standards related to waters and hazard management.
- ❖ Working knowledge of current water and environmental management principles and technologies, municipal planning, federal and provincial legislation.
- ❖ Familiarity with database processes.
- ❖ Excellent computer skills, proficient in Microsoft Office software suite and floodplain modeling tools e.g. OTTHYMO, HEC-RAS, and HEC-2.
- ❖ Working knowledge of survey and common office equipment.
- ❖ Qualified to review soil quality studies, an asset.
- ❖ Valid M.T.O. driver's license and clean driving record.

Core Competencies

Teamwork

Works cooperatively and effectively with others to reach a common goal; participates actively in group activities fostering a team environment; develops teams that offer a diverse range of perspectives and experience in order to develop plans or actions that consider all factors; values and encourages teamwork through daily actions and by soliciting feedback from all levels of the organization; builds cooperation and communication between multiple teams, recognizing when different teams could work together for improved success.

Client Service

Provides superior service to both internal and external clients. Demonstrates tact and diplomacy; develops and implements practices and programs that will benefit Kawartha Conservation while improving client satisfaction.

Health and Safety

Maintains a safety conscious attitude and leads by example. Consistently follows Kawartha Conservation's Health & Safety policy; maintains a safe, hazard-free working environment; and shows initiative in suggesting improvements to the H&S policy/program.

Job Competence

Produces accurate, quality work. Is detail oriented with excellent time-management skills.

Communications

Keeps senior management, peers, and other staff informed; expresses ideas/concerns clearly; responds promptly and appropriately to verbal and written instructions; and demonstrates tact and diplomacy.



Job Knowledge

Technical and professional knowledge is current and applicable to the position. Is able to adapt and learn new skills.

Problem-Solving

Identifies and analyzes problems; develops appropriate solutions to problems and makes recommendations.

Promotes a Positive Work Environment

Promotes a positive and productive work environment and a healthy workplace; values, respects and recognizes efforts and results.

Working Conditions

- ❖ Extensive involvement and interaction with the general public, landowners, community groups and special interest groups
- ❖ Some outdoor work is required; this may include exposure to inclement weather, etc.
- ❖ May be required to traverse irregular terrain and/or work in wet areas
- ❖ May be required to work around water
- ❖ Additional hours may be required due to meetings and special events
- ❖ Travel using corporate vehicles may be required
- ❖ Significant time will be spent on the computer
- ❖ High level of concentration is required
- ❖ Mandatory adherence to safety policies and practices