

Services Development Branch Head

Department: Water and Waste

Division: Engineering Services

Designated Work Location: 1199 Pacific Avenue, Hybrid

Position Type: Permanent

Salary: \$3,640.59 - \$4,897.02 bi-weekly, W.A.P.S.O. Grade 6

Posting No: 125173

Closing Date: October 21, 2024

Providing a wide range of services to over half of all Manitobans, The City of Winnipeg is one of the largest employers in Manitoba. We provide a comprehensive range of benefits and career opportunities to our employees. These include competitive salaries, employer-paid benefits, dental and vision care, pension plans, and maternity/parental leave programs. Additionally, we offer education, training, and staff development opportunities to ensure that our employees are equipped with the necessary skills to advance in their careers.

Our Benefits web page provides detailed information about the benefits we offer, and we encourage you to visit it for further information at [City of Winnipeg Benefits](#). We take pride in fostering a [respectful, diverse](#), safe, and healthy workplace where our employees can thrive and achieve their full potential.

Flexible work arrangements, which may include flexible hours, remote work, or a hybrid of remote work may be available; subject to review and approval. Please note that Employees who are approved to work remotely are responsible for and must demonstrate that they are available to return to their Designated Work Location and/or other work location to attend meetings or attend other tasks that occur in person.

The City is committed to attracting and retaining a diverse skilled workforce that is representative and reflective of the community we serve. Applications are encouraged from equity groups that have been and continue to be underrepresented at the City; Indigenous Peoples, Women, Racialized Peoples, Persons with Disabilities, 2SLGBTQQIA+ Peoples and Newcomers are encouraged to self-declare.

Requests for Reasonable Accommodation will be accepted during the hiring process.

Preference to internal applicants may be applied.

Job Profile

Under the general direction of the Manager of Engineering, the Services Development Branch Head is responsible for strategic management of the branch through directing, coordinating, and supervising work activities. The Services Development Branch ensures that all development in Winnipeg follows appropriate City policies, guidelines, and criteria for water, wastewater, and land drainage servicing.

This position guides and contributes to City land development policy and direction on behalf of the Water and Waste Department (WWD) and is responsible for ensuring that department land development functions are consistently carried out. Where new or upgraded regional infrastructure is

required to adequately service lands, this position will work with internal and external stakeholders to ensure infrastructure is planned in accordance with City growth strategies.

This position communicates with stakeholders regarding decisions and conditions placed on proposed developments. This position also provides overall direction and leadership to the branch to ensure accurate and timely information is provided.

As the *Services Development Branch Head* you will:

1. Manage human resource activities to ensure effective use of branch resources.
2. Ensure water, wastewater, and land drainage services are in place for new development.
3. Conduct strategic planning to guide development for Winnipeg.
4. Evaluate water, wastewater, and land drainage infrastructure serviceability for special projects.
5. Communicate with key stakeholders related to planning and development.
6. Represent the WWD for Capital Planning Region discussions.

Your education and qualifications include:

1. Bachelor's Degree in Engineering.
2. Asset Management, Project Management, and Change Management Certification – desirable; must be obtained in 6 years.
3. Minimum of 8 years' experience related to planning of municipal servicing infrastructure.
4. Supervisory experience including planning, organizing, directing, motivating, and managing professional staff.
5. Experience providing strategic advice, leadership, and guidance to Senior Management on complex issues.
6. Experience with strategic planning, including managing change and determining and setting priorities based on organizational mandates and initiatives.
7. Experience with asset management principles and change management concepts.
8. Experience writing reports to Senior Management or the public.
9. Ability to work independently under stressful situations and make timely decisions with limited information.
10. Ability to influence desirable outcomes through negotiation and collaborative relationship management.
11. Demonstrated understanding of water, sewer, and land drainage servicing principles.
12. Demonstrated knowledge of development approval processes, planning policies, by-laws, and regulations governing development.
13. Demonstrated ability to establish and maintain positive working relationships with employees at all levels of the organization, and external contacts and the public in accordance with the Respectful Workplace Standard.
14. Demonstrated ability to communicate effectively both verbally and in writing.
15. Excellent analytical, problem-solving, and decision-making skills.
16. Ability to analyze risks and accept risks where appropriate.
17. Ability to delegate to direct reports and others as required.
18. Strong organizational skills with proven ability to set priorities and meet deadlines under pressure.
19. Ability to follow administrative processes.

Conditions of employment:

1. The successful applicant must maintain legal eligibility to work in Canada. If the successful applicant possesses a work permit, it is their responsibility to ensure the permit remains valid.
2. A Police Information Check satisfactory to the employer will be required from the successful candidate, at their expense.
3. Must possess and maintain a valid Class 5 Manitoba Driver's Licence.
4. Professional Engineer designation and eligible for registration with Engineers Geoscientists Manitoba (E.G.M.).

APPLY ONLINE, including all documentation listed below:

1. Current resume (**Required**).
2. Cover letter.
3. Applications submitted without REQUIRED documentation will not be considered.

Your application documents must clearly indicate how you meet the qualifications of the position.**Notes**

Online applications can be submitted at <http://www.winnipeg.ca/hr/>. For instructions on how to apply and how to attach required documents please refer to our [FAQ's](#) or contact 311.

Hours of Work: 8:30 a.m. to 4:30 p.m., Monday to Friday, or as assigned/required

Employee Group: W.A.P.S.O.

Position Reports To: Manager of Engineering Services

1. Applicants may be required to undergo testing to determine their knowledge, abilities, and skills as they relate to the qualifications of the position.
2. The successful applicant will be required to provide a vehicle for transportation while on City business, subject to the terms and conditions of the City Transportation Policy.
3. The successful applicant will be required to provide a Notice of Driver's Licence In Force document upon request.
4. The successful applicant will be required to complete job specific training required for this position as directed.

Only candidates selected for interviews will be contacted.