

NOTICE OF COMPETITION



Water Resources Project Specialist

The Upper Thames River Conservation Authority is currently accepting resumes for two 24 month long-term contract positions (with potential for extension) for Water Resources Project Specialists. These positions will be responsible for assisting with undertaking projects involving maintenance, upgrading, and adaptation of flood risk management tools (ie hydraulic and hydrologic models) in support of flood risk mapping, water control structure safety evaluation, and other applications within the Authority, to protect life and property, promote integrated resource management, and contribute to a healthy watershed ecosystem.

The Water Resources Project Specialist is also responsible for assisting with undertaking a variety of projects as-needed related to climate change, the Authority's Flood Forecasting and Warning System, maintenance of the Authority's Water and Erosion Control Structures, the Authority's Low Water Program, and to provide support to other functions within the Water & Information Management Unit and the Authority, to protect life and property, promote integrated resource management, and contribute to a healthy watershed ecosystem.

Responsibilities: See attached position description for details

Qualifications:

- A bachelors degree from an accredited university in engineering, (specializing in civil or water resources) or another water resources related degree is required;
- Membership, or qualified to receive membership, as an Engineer-In-Training or Professional Engineer with the Professional Engineers of Ontario is preferred;
- Some experience with hydraulic/hydrologic models, with preference to experience with application of HEC-RAS, HEC-GEORAS, PCSWMM and HEC-HMS ;
- Some experience with Geographic Information Systems (GIS) would be preferred;
- Some experience in resource management, environmental assessment, municipal planning or civil engineering would be preferred;
- A thorough knowledge of computers and computer software packages;
- Excellent communication skills involving staff and other stakeholders;
- Valid Ontario Drivers Licence required;
- A reasonable level of physical fitness;
- Ability to communicate with diverse stakeholder groups including the community, governments and agencies at a political and staff level;

Wage/Benefits:

\$28.74/hr – \$34.97/hr

Full time hours – 35 hours per week

OMERS pension plan, Group Insurance Plan

Start Date: as soon as possible

Closing Date: August 4, 2017 noon

Please submit cover letter and resume to: vigliantis@thamesriver.on.ca

If you do not have access to email, please submit cover letter and resume to:

Sharon Viglianti, HR Administrator
Upper Thames River Conservation Authority
1424 Clarke Road, London, ON N5V 5B9

*Applicants will be contacted ONLY if an interview is required.

Accommodation will be provided in all parts of the hiring process as required under the Accessibility for Ontarians with Disabilities Act (AODA), Integrated Accessibility Standards Regulation. Applicants need to make their needs known in advance.

POSITION DESCRIPTION

POSITION: Water Resources Project Specialist

REVISION DATE: June, 2017

SECTION: Water Management Division, Water & Information Management

POSITIONS SUPERVISED: None

IMMEDIATE SUPERVISOR: Water Resources Project Coordinator

LOCATION: Watershed Conservation Centre

PURPOSE OF POSITION:

Reporting to the Water Resources Project Coordinator, the Water Resources Project Specialist is responsible for assisting with undertaking projects involving maintenance, upgrading, and adaptation of flood risk management tools (ie hydraulic and hydrologic models) in support of flood risk mapping, water control structure safety evaluation, and other applications within the Authority, to protect life and property, promote integrated resource management, and contribute to a healthy watershed ecosystem.

The Water Resources Project Specialist is also responsible for assisting with undertaking a variety of projects as-needed related to climate change, the Authority's Flood Forecasting and Warning System, maintenance of the Authority's Water and Erosion Control Structures, the Authority's Low Water Program, and to provide support to other functions within the Hydrology and Regulatory Services Unit and the Authority, to protect life and property, promote integrated resource management, and contribute to a healthy watershed ecosystem.

AREAS OF ACCOUNTABILITY:

1. To assist with undertaking projects involving maintenance, upgrading, and adaption of hydraulic and hydrologic models in support of the Authority's flood risk mapping, water control structure safety evaluation, flood damage assessments, and other applications within the Authority.
2. To assist with undertaking projects involving maintenance, upgrading, and adaption of hydrologic models in support of the Authority's streamflow and flood forecasting system, and water control structures operation.
3. To communicate directly with consultants, municipal staff, and others to fulfil requests for information related to hydraulic and hydrologic models, and flood risk mapping.
4. To undertake and assist with designing field data collection programs in support of projects undertaken including collection of field data in support of hydraulic and hydrologic model projects.
5. To assist with undertaking projects related to climate change.
6. To assist with undertaking projects related to planning and maintenance of the Authority's Water and Erosion Control Structures (including the hydroelectric generator), including developing maintenance schedules, tenders, contracts, proposals, terms of

reference, consulting agreements, and overall project management;

7. To assist with undertaking projects related to planning and maintenance of the streamflow forecasting and flood warning system, for the purposes of streamflow management (including flood control and low flow management).
8. To assist with undertaking projects related to the Authority's Low Water Response program
9. To assist with undertaking projects related to the development, operation, and maintenance of the Authority's hydrologic information systems (including the field gauging network, and associated databases and equipment) in support of streamflow forecasting and other Authority programs.
10. To assist with undertaking projects related to the development and maintenance of the Authority's water and erosion control structure operation and maintenance information systems including Dam Maintenance Projects Database, Dam Drawings Database, Operation and Maintenance records; To communicate with Authority staff, consultants, municipalities, the public, and other Conservation Authority staff, relating to projects undertaken;
11. To assist with undertaking projects involving upgrading of mapping information to support the Authority Geographical Information Systems.
12. To provide technical support to other functions within the Hydrology and Regulatory Services Unit and the Authority as a whole.
13. To assist with implementing technical policies, procedures, and guidelines which are integrated with other related Authority Programs and are consistent with the goals and objectives of the Authority's Strategic Plan.

PRINCIPAL RESPONSIBILITIES:

Policies & Procedures

- Duties involve developing, creating and implementing procedures relating to projects undertaken, but no input into policy development.

Supervision

- No other positions are directly supervised
- Ensure that all approved Authority policies, procedures and practices are followed in regards to all health and safety/risk management regulations, policies and procedures.

Finance

- Infrequently involved in minor financial matters such as routine purchasing within prescribed budgetary guidelines and limits, particularly in relation to data collection projects..

Information Resources

- Responsible for information which is complex, prepared for distribution to others or develop the methodology for handling specific information.

- Responsible for analyzing complex hydraulic, hydrologic, mapping and other water resources information to undertake projects and to clearly report and document project findings.

Safety and Well-being of others

- Work directly affects the safety, well-being or interests of user groups but is usually limited to care/advice or providing information, with little responsibility for the ultimate outcome. Care or involvement is typically short-term in nature.

QUALIFICATIONS:

- A bachelors degree from an accredited university in engineering, (specializing in civil or water resources) or another water resources related degree is required;
- Membership, or qualified to receive membership, as an Engineer-In-Training or Professional Engineer with the Professional Engineers of Ontario is preferred;
- Some experience with hydraulic/hydrologic models, with preference to experience with application of HEC-RAS, HEC-GEORAS, PCSWMM -and HEC-HMS ;
- Some experience with Geographic Information Systems (GIS) would be preferred;
- Some experience in resource management, environmental assessment, municipal planning or civil engineering would be preferred;
- A thorough knowledge of computers and computer software packages;
- Excellent communication skills involving staff and other stakeholders;
- Valid Ontario Drivers Licence required;
- A reasonable level of physical fitness;
- Contacts primarily require the ability to identify needs or requests and to provide advice, teach or train. Cooperation or the coordination of efforts with contacts is required. Frequently must interact with clients before a difficult or challenging situation/issue can be referred to or conferred with peers or supervisors;
- Problems faced on the job tend to be less routine. Decisions are made by weighing alternative approaches within a framework of guidelines and precedents. Occasionally unique problems are referred to someone else; may consult colleagues, sometimes refers recommendations for approval. Typically involves a choice of independent action or judgement;
- Ability to communicate with diverse stakeholder groups including the community, governments and agencies at a political and staff level;

WORKING CONDITIONS & MENTAL/PHYSICAL EFFORT:

- Job duties regularly require periods of concentration of 2 to 4 hours duration;
- Job duties regularly require minor physical strain;
- Work is primarily performed within a standard office environment, with regular exposure to a minor level of unpleasant factors including interruptions;
- Work is occasionally performed at field locations with exposure to a moderate level of unpleasant factors including road noise/dirt/dust and adverse weather conditions (heat/cold/sun/rain/wind)
- Job duties are such that a minor risk of injury, harm or illness to the employee can occur on a continuous basis.