
Position Title:	Environmental Project Officer (Temporary for 7 Months)
Organizational Unit:	Environmental Services (North)
Division:	Science & Licensing
Location:	Prince Albert or Saskatoon, SK
Competition #:	WSA-136-2022/23
Hourly Rate:	\$38.18 - \$47.73 (Classification 9)
Apply by:	5:00 PM March 9, 2023

“Need a Career? Just add Water!

At the Water Security Agency, you'll have more than just a job - you'll build a rewarding career. Whether you're managing water supply, protecting water quality or ensuring safe drinking water, you can be confident that the work you do will help to support a strong and growing Saskatchewan. Become a member of the team that is committed to being the best water management agency in North America.”

SHORT DESCRIPTION:

Reporting to the Manager, Environmental Services North, an employee in this job provides technical advice and expertise to stakeholders specific to the operation, maintenance and monitoring of water and wastewater treatment facilities with a primary focus on ensuring safe drinking water supplies for Saskatchewan residents. This employee undertakes facility inspections and conducts water quality tests, providing guidance and expertise to plant operators to ensure compliant operations and to help diagnose problems and find solutions, including issuing advisories as required. In addition, this employee reviews applications, determines operational, monitoring and reporting requirements and issues permits to operate. This employee responds to and provides advice in the event of water and/or wastewater works related upsets, emergencies or disease outbreaks and conducts formal investigations where contraventions of legislation or regulations are discovered. This employee contributes to the development of drinking water and wastewater related external policies and internal and external operational protocols. This is a fast paced, high pressure, complex, highly dynamic position with a high stress factor where the incumbent is challenged to balance a number of conflicting factors in achieving compliance such as financial status, capacity of owners, changing operators or managers, and other highly relevant factors. The importance in ensuring waterworks owners and operators safe drinking water increases the stress and complexity given the potential public health consequences of a waterborne disease outbreak.

JOB DUTIES:

- 10% Determine risk and severity of possible drinking water contamination/upset operational conditions, hazardous substance spills, environmental contamination, and other drinking water/wastewater emergencies; and independently make time-critical, crisis management decisions to implement boil water advisories, issue Minister's orders, and/or provide verbal direction to ensure public health and to protect the environment, with limited or no precedents. Coordinate or assist multi-disciplinary and multi-agency teams, including Medical Health Officers, other provincial, federal and municipal health officials, First Nations' representatives, engineering and technical consultants, emergency measures officials and the media to ensure proper technical response and public notification of emergency situations.
- 40% Conduct facility inspections and water quality testing to determine safety of drinking water and adequacy of wastewater treatment and ensure compliance with provincial regulations, permits and approvals and operational integrity to ensure risks to public health and the environment are minimized and within acceptable levels. Relay and communicate findings of compliance inspections to client staff, administration and governance, management of the Environmental & Municipal Management Services Division, and local regional health authority to discuss risk to public health and the environment and to coordinate corrective actions and compliance deadlines.

- 12.5% Independently develop and issue operating permits/approvals for water and wastewater facilities. Through review of independent engineering assessments, construction approval applications, technical reports and historical monitoring data, outline operating restrictions, site specific standards, and detailed treated water requirements, wastewater effluent requirements as well as requirements pertaining to soil, receiving water and associated environments, and aquatic and terrestrial biota monitoring programs.
- 10% Evaluate regulatory compliance and environmental performance of water and wastewater operations relative to regulatory requirements, permit conditions, required monitoring programs or required technical reports and assessments as outlined in Operational permits or other relevant provincial and federal legislation. Investigate regulatory noncompliance independently or in conjunction with enforcement officers by performing or assisting in warned or voluntary statement taking, collecting/identifying and documenting of evidence, preparing and issuing Minister's Orders, Water and Wastewater Protection Orders, letters of non-compliance, Notices of Violation, and Summary Offense Tickets, and participating in prosecutions and court proceedings. Perform surface water quality monitoring activities at primary network water quality monitoring stations.
- 10% Exhibit public relations skills by responding to and resolving public inquiries or complaints regarding drinking water quality, wastewater receiving environments, water treatment operations, wastewater treatment operations, wastewater collection systems, liquid domestic waste haulers, and development proposals. Provide guidance and expert technical advice to clients to ensure compliant operations, assist with facility optimization, help diagnose problems, find solutions and provide information on new technologies. Organize and attend meetings with municipal governments, other provincial and federal government agencies, regional health authorities, tribal councils, private developers, and consultant engineers to review operations of concern, proposals, projects, and developments and to solve water and wastewater issues of interest.
- 12.5% Review water treatment/distribution and wastewater treatment/collection construction applications, and municipal subdivision applications, including design drawings and specifications, conceptual plans, and operating manuals; and contribute to the approval conditions for the construction of these works or subdivision of land parcels, ensuring site specific public health and environmental concerns are being addressed and that impacts and adequacy of municipal/private water and wastewater infrastructure are taken into consideration.
- 5% Assist in the development/review of new and existing branch policy, programs and protocols necessary to resolve complex public health and environmental issues through the use of qualitative and quantitative research techniques to ensure consistent program delivery.

SKILL REQUIREMENTS:**Education:****Formal:**

Degree in natural or physical sciences, environmental or civil engineering, integrated environmental sciences, biology, chemistry, or physics; or an equivalent combination of experience and training.

Certification:

Must possess or be eligible to obtain a Level 2 Water Treatment and Level 2 Water Distribution Operators Certificate or have successfully completed a Level 2 Water Treatment and Level 2 Water Distribution Course and Exam.

Other:

Valid Saskatchewan driver's license.

Experience:

Previous Requirement: 36 months

Knowledge and experience of water/wastewater treatment plant and water distribution system/wastewater collection system operation as well as various water quality sampling and testing procedures.

Knowledge and experience in time management and working independently while meeting deadlines.

Knowledge and experience in collection of routine or legal representative samples of soil, air, water, and biota by applying standard sampling techniques and protocols.

Knowledge and experience in maintaining and calibrating relevant scientific, analytical, and sampling equipment with accuracy and precision.

Knowledge and experience in accurately inputting, editing, retrieving and interpreting information and data using various databases, spreadsheets and word processing packages.

Knowledge and experience in accurately and concisely drafting and composing technical reports, briefing notes, general correspondence, legal documents.

Knowledge and experience in basic industrial workplace safety.

Knowledge and experience in interpretation and application of provincial and federal legislation as it pertains to the Water Security Agency.

Knowledge and experience in independently or as part of a team, research, develop, and recommend or implement new technologies, techniques, concepts, policies or guidelines.

Knowledge and experience in public speaking and conducting public presentations before highly critical audiences in or tense settings.

On-the-Job Requirement: 60 months

Detailed knowledge and experience in the understanding of complex and numerous differing water and wastewater treatment technologies and how the idiosyncrasies of these systems and their source waters impact the effectiveness of treatment and ultimately the safety of human health and the environment.

Knowledge and experience in municipal water and wastewater regulatory framework, inspection and compliance and enforcement programs.

Increased demonstration of team leadership abilities in developing and achieving unit goals including key strategic initiatives; such as, the Safe Drinking Water Strategy and the 25 Year Water Security Plan.

Increased knowledge and experience in identification, collection and recording of relevant compliance information through observation, interviews, inquiries, and inspections/investigations.

Knowledge and demonstration of ability to establish and maintain effective working relationships with staff and external clients; in order to promote and maintain a positive corporate environment.

Knowledge and experience in clearly and accurately discussing and explaining complex technical/scientific water, wastewater, and environmental issues, policies and procedures to diverse groups at a level appropriate to the audience.

Knowledge and experience in unit specific software and forms.

Knowledge and experience in the areas of facilitation, negotiation, mediation and conflict resolution and team building.

Training Course Requirements:

Conflict Resolution & Problem Solving

Basic Law Enforcement

Legal Environmental Sampling

Workplace Safety Courses: First Aid, Confined Space Entry, Defensive Driving, Ice Rescue

Problem Solving:

Interpret and apply the intent of legislation and regulations to drinking water and wastewater management situations with limited or no precedents, no policies or disputed facts; and independently make and implement crisis management decisions to protect public health and safety and the environment. In providing technical advice to improve water treatment operations, water chemistry problems can present themselves unlike those seen in similar operations. Require the ability to educate, facilitate and persuade others to achieve consensus or resolve conflict in highly polarized situations. Must understand technical regulatory requirements, how these are applied, and consequences to both the environment and human health/safety if requirements are not met.

EFFORT REQUIREMENTS:**Physical:**

The exertion of effort required to undertake the duties for this job includes heavy lifting (25 Kg); strenuous walking on rough/uneven terrain or for extended periods of time or on steep inclines/declines. Inspections of some water and wastewater treatment plants require climbing ladders and stairs. Surface water quality monitoring and sampling requires collecting and testing water samples from fast moving water, bridges, uneven shore lines and in remote areas. Office work requires sitting at a computer for prolonged periods of time (up to half a day). All work undertaken must comply with established corporate protocols and industry Occupational Health and Safety regulations and codes of practice.

Mental:

Typical work assignments require periods of unbroken concentration of up to two hours, while also managing frequent interruptions.

RESPONSIBILITY REQUIREMENTS:**Accountability:**

This employee is responsible for decision making that may have a direct and immediate impact on clients and members of the general public. This employee is expected to be able to work with significant independence, as minimal supervision is provided on a day-to-day basis. This employee will be assigned multiple projects often with conflicting and urgent deadlines, as well as requiring the coordination of work and budgets. This employee is expected to follow protocols and guidelines when applicable; however, site specific situations often arise requiring this employee to exercise considerable discretion. These decisions are typically not reviewed upon implementation.

Direction of Others:

This employee has no supervisory responsibilities.

Contact with Others:

This job requires continual daily contact with clients, co-workers, public health officials, and the general public. Mediation, facilitation, conflict resolution, teamwork, public relations, and oral and visual presentation skills are essential to deliver the Environmental and Municipal Management Services Division mandate to external clients. Answering technical questions and providing technical details upon request of media or ministerial inquiries is required occasionally. This employee must resolve complex technical issues through discussions with peers, other government agencies, stakeholder groups, representative organizations, and external technical experts. The ability to deliver a potentially unpopular message to a knowledgeable, critical and potentially hostile audience is required at public meetings. Must develop contacts with and provide consultation to federal, provincial and municipal government agencies as well as First Nations' communities and Tribal Councils. Effective compliance and education of others can be hindered by the physical separation between the employee and the facilities; as well as the increasing numbers of regulated water and/or sewage works.

WORKING CONDITIONS:

This position requires both office and field work, often requiring the employee to be away from headquarters for two days to a week at a time. This includes travelling to remote communities, occasionally in small aircraft or driving in inclement weather or under poor travel or road. Must work flexible hours and occasionally be available to respond to upset conditions, sewage spills, and inquiries throughout the province for a 7 day period/24 hours a day including weekends and holidays.

Compliance inspections may require maneuvering around pipes and mechanical equipment; exposure to trip/fall hazard areas; exposure to loud and unpleasant levels of noise of mechanical equipment; and exposure to offensive and potentially dangerous odours and gases as well as biological hazards (raw domestic sewage). On occasion this employee may have to deal with upset and potentially volatile clients.

To Apply:

Internal and external candidates are welcome to apply for this position; however, first consideration will be given to qualified, internal applicants. Please submit a cover letter quoting competition number above and a detailed résumé to:

Human Resources
Corporate Services
4th Floor, 111 Fairford Street East
Moose Jaw, Saskatchewan S6H 7X9
Email: hr@wsask.ca (Preferred method)

We would like to thank all applicants for their interest; however, only those selected for an interview will be contacted. You will be evaluated on the relative degree to which you meet the knowledge, skills, and abilities related to the position assignment.

The Water Security Agency is an Employment Equity Employer and is committed to creating a respectful, diverse working environment.
