



## Career Opportunity

# District Manager

The Whitemud Watershed District is seeking a highly motivated individual to fill the full-time permanent position of District Manager.

Reporting to a local Board of Directors, the District Manager is responsible for:

- Reporting and acting on behalf of the Board on all aspects of District programs
- Overseeing day to day activities of the Board, including staff supervision
- Maintaining liaison with local stakeholders, municipalities, provincial and federal governments
- Providing technical information and advice on natural resource management issues
- Formulating Board programs and policies for Board approval, and corresponding project delivery and administration
- Promotion of overall Watershed District objectives
- Providing front line communication with District ratepayers and stakeholders

### **Qualifications:**

- Graduation from a recognized post-secondary institution with specialization in environmental studies, natural resources management or a related discipline or an equivalent combination of education and experience
- Experience related to ecosystem function and/or landscape ecology
- Supervisory experience
- Strong interpersonal skills with the ability to work with diverse stakeholder groups
- Strong verbal communication skills with experience giving presentations to a variety of audiences.
- Strong written communication skills with experience writing technical reports and business correspondence.
- Project management and budgeting experience
- Excellent organizational skills with the ability to manage multiple work files, establish priorities, and manage time.
- Strong problem solving, analytical and decision making skills.
- Experience using Microsoft Office Suite applications including Outlook, Word, PowerPoint and Excel or equivalent software applications.
- Experience using Geographic Information Systems (GIS) applications or tools.
- Knowledge of the Whitemud Watershed District and the Manitoba Watershed Districts Program
- Must be legally entitled to work in Canada.
- Must possess and maintain a valid full stage Manitoba Class 5 Driver's License.
- Must be willing and able to work overtime as required.
- Must be willing and able to travel within Manitoba, including overnight stays as required
- Experience working with local boards and and/or municipalities is an asset
- Experience applying for grants and external funding is an asset

**Your cover letter and/or resumé must clearly indicate how you meet the qualifications. Please submit your resume & salary expectations before 4:00 pm, Wednesday, August 5, 2020 to:**

Gerond Davidson, WWD Chairman

Email: [whitemud@mts.net](mailto:whitemud@mts.net)  
Office: 41 Main St. E  
Mail: Box 130, Neepawa, MB R0J 1H0

We thank all who apply and advise that only those selected for further consideration will be contacted.