



The Westlake Watershed District requires a District Manager to provide technical expertise, planning and delivery of watershed programs. The district is responsible for maintenance of Regulation Map Designated drainage infrastructure. The District also delivers conservation programming within the Westlake Watershed District boundaries that supports the District's goals set out in the Integrated Watershed Management Plan. The long term goal is to encourage sustainable use and integrated management of watershed resources through cooperation with municipal, provincial, and federal governments.

**Reporting to a local Board of Directors, the incumbent is responsible for:**

- Provide leadership and technical information/direction in the development and delivery of watershed management planning and programming.
- Work with District Board/Administrator to formulate and manage Westlake Watershed District financial budget planning.
- Planning and delivery of Watershed Infrastructure Board approved projects
- Working in the field/supervision of district seasonal/part time staff and contractors on board approved projects/programs
- Maintain Board liaison with local municipal authorities, provincial & federal government agencies.
- Planning, development and delivery of programs that protect and improve the quality of water, natural resource and soil management initiatives. This includes the planning and delivery of the GROW program and any additional conservation program opportunities.
- Formulate Board programs and policies, including project tendering, delivery and administration within provisions of the Watershed Districts Act and Watershed Management Regulations
- Promoting and supporting of overall District goals and objectives.
- Supplement District budget through proposal writing and external funding acquisition.
- Maintain District media (website and facebook page)
- The incumbent will possess a valid Manitoba driver's license.

**Qualifications:**

Graduation from a recognized program in natural resource management, environmental sciences and/or environmental engineering/technical program, and/or extensive experience in resource program planning and management through knowledge of agricultural land use and fundamental watershed principles is recommended. Must have strong communication (verbal and written) and interpersonal skills, ability to multitask and be PC and Apple computer proficient with various APPs and Programs. Knowledge and experience with RTK Survey/GPS Equipment, Arc GIS and Global Mapper is an asset.

The Westlake Watershed District offers a range of competitive employee benefits.

***Salary based upon qualifications.***

**The intended start date for this full time term position is May 16, 2022.**

**Resumes will be accepted until March 31<sup>st</sup>, 2022, or until the position is filled.**

**Please submit resume with two references to :**

**Westlake Watershed District** Box 33, Alonsa, MB R0H 0AO

**or email** [admin@westlakewd.com](mailto:admin@westlakewd.com)

**ph#:** 204 767-2101 **fax#:**204 767-2044

*Westlake Watershed District would like to thank all applicants for their interest; however only those selected for an interview will be contacted.*