

# The District Municipality of Muskoka is currently recruiting for a Integrated Watershed Management Program Coordinator



## The District

Muskoka is a great place to live and play, and the District is a four-season municipality passionate about protecting, servicing and caring for this community. We have opportunities that will allow you to learn, grow and build your career amongst other ambitious leaders and innovators. We offer a competitive compensation package and are committed to promoting diversity, accessibility and inclusion. [Watch our video](#) to learn more.

## The Opportunity

Working collaboratively with other District departments, Area Municipalities, consultants and various stakeholder groups, the Integrated Watershed Management (IWM) Program Coordinator is expected to perform the assigned organizational and environmental functions and services under minimum of supervision either individually or as part of a team process and will be primarily responsible for delivering project-based outcomes. This role is responsible for the coordination, implementation, execution, and completion of projects within their functional areas (e.g., corporate projects, municipal infrastructure [water & wastewater, roads, bridges, etc.], waste management, technology, environmental, social services, etc.) and will work along with the IWM Project Manager to ensure that all appropriate departments and required stakeholder partners are involved in projects.

### What you will do:

- Coordinate all aspects of assigned projects to ensure they are delivered on time, in budget and within scope.
- In conjunction with the Director of Environmental and Watershed Programs and the IWM Project Manager, assist with or develop plan(s), which may include: implementation strategy, scope, risks, identification of roles and responsibilities of various project members as well as project post mortems.
- Independently develop and implement project work plans, including the procurement and management of consultants, with input and direction from Management and in accordance with District policies and procedures.

### What you will need:

- Degree in Ecology, Environmental Studies, Geography or a related field; an emphasis on environmental/resource management would be considered an asset.
- Three (3) to four (4) years' experience in a related discipline related experience in progressively responsible roles, preferably from within the municipal or non-profit sector and with project-based work.
- Demonstrated success in handling a number of ongoing / simultaneous projects.

**For a full outline of the responsibilities and requirements, please review the job description by clicking [here](#)**

## What we are offering

This is a **Temporary Full-Time** opportunity at the District for **up to twelve (12) months**. The annualized compensation range for this role is **\$74,264 - \$87,436**. The District is also proud to offer the following to our temporary employees:



## The Next Step



If you have the necessary skills, experience and qualifications, and can support our vision and values (RISE: Respect and Integrity, Innovative Leadership, Synergy and Experiences), please review the "How to Apply" instructions on our website and then submit your application:

[www.muskoka.on.ca/careers](http://www.muskoka.on.ca/careers)

**This posting closes on Wednesday February 2, 2022 @ 12:00 p.m.**

Visit our [careers page](#) for other opportunities.

The District of Muskoka is an equal opportunity employer and values diversity in our workforce, encouraging applications from all qualified individuals

Our organization is committed to providing persons with disabilities with equal opportunities and standards of goods and services, and we are compliant with the Accessibility for Ontarians with Disabilities Act. If you require disability related accommodation to participate in the recruitment process, please advise the Human Resources department as soon as possible. Accommodation may be provided in all steps of the hiring process. Any questions regarding this posting should be directed to the Human Resources Department.