
Associate Director Water & Wastewater Engineering

Job Opening Id :	44485	# Required :	1
Business Unit :	Public Works	Division :	Water & Wastewater
Location:	Environmental Centre	Standard Hours :	35.00 / week
Full/Part Time :	Full-Time	Regular/Temporary:	Regular
Salary Grade :	8	Salary Range :	\$ 133,450.00 - \$ 157,000.00
Post Date :	2026-02-17	Close Date :	2026-03-02

Job Summary

Reporting to the Director of Water and Wastewater Services, the Associate Director of Water and Wastewater Engineering provides senior strategic and technical leadership and professional oversight for the planning, delivery, and assurance of engineering programs that sustain and expand the municipal water and wastewater systems. The role carries custodianship over a diverse portfolio of capital renewal, major maintenance, and growth-related capacity enhancement projects, ensuring that infrastructure investments preserve public safety, system reliability, regulatory compliance, and long-term affordability.

Acting as the principal steward of engineering execution, the Associate Director oversees teams of engineering project managers and technical specialists responsible for end-to-end capital program delivery, including studies, design, construction, and major maintenance programs. The position emphasizes disciplined monitoring, rigorous reporting, quality assurance, and auditability across the full project lifecycle. Through structured governance, portfolio oversight, and continuous improvement of delivery frameworks and controls, the Associate Director ensures that engineering work proceeds with clarity of purpose, fiscal prudence, and technical integrity. The role also supports the Director in divisional planning, strategic and operational decision-making, and alignment with corporate priorities.

This position currently falls within our hybrid model, allowing the employee to typically work a minimum of 50% of your time at your regular work location and the other 50% of time at home.

As an employer of choice, Niagara Region offers competitive salaries and benefits, a defined benefit pension plan, a corporate wellness centre, access to the Employee and Family Assistance Program (EFAP), mentorship and training programs, employee recognition programs, and more. In addition, the Region recognizes the value of having flexible work arrangements to support better work-life balance for our employees. Hybrid work arrangements may vary from one employee to another and may also differ in the number of remote workdays. These opportunities remain subject to the alignment of operational needs, business requirements, and customer service expectations.

Education

- Post-secondary degree in Engineering, Applied Science or a related discipline.
- Graduate-level education or formal training in project management, infrastructure management, engineering, public administration, or a related discipline is considered an asset.
- An equivalent combination of education, experience and qualifications may be considered.

Knowledge

- Minimum 10 years of progressively responsible experience in the design, construction and contract administration of complex, large-scale multi-disciplinary projects related to the rehabilitation, construction and expansion of water and wastewater infrastructure, including experience in a senior leadership or management capacity.
- Experience in a municipal or other large-scale infrastructure engineering environment is preferred.
- Experience managing budgets for capital construction programs, ensuring proper allocation, expenditure tracking, and compliance with public sector financial policies.
- Proven experience developing engineering standards, implementing quality assurance practices, and strengthening governance and control frameworks to optimize project delivery.
- Proven experience establishing robust monitoring, reporting, and audit frameworks to support oversight and accountability for large and complex project portfolios.
- Strong knowledge of project management methodologies, tools and best practices across the full project lifecycle, to ensure timely and cost-effective delivery of capital projects.
- Knowledge of the Class Environmental Assessment process, Niagara Peninsula Standard Contract Document (NPSCD), Ontario Provincial Standard Specifications (OPSS), Ontario Provincial Standard Drawings (OPSD), the Project Management Body of Knowledge (PMBOK) Guide, DWQMS and WWQMS, applicable procurement and contract administration requirements, all applicable legislation and regulations (e.g. Occupational Health & Safety Act, Environmental Protection Act, Safe Drinking Water Act, Ontario Water Resources Act, Municipal Act, Construction Lien Act, Ontario Building Code, etc.), all applicable contract law, and recognized water and wastewater industry standards (AWWA, CSA, NSF, etc.).
- Understanding of water and/or wastewater processes, operations and maintenance.
- A demonstrated record of strong leadership and guidance, team advocacy, staff delegation, empowerment, staff development and results orientation
- Excellent written and verbal communication skills; confident, articulate and professional speaking/presentation abilities, in public and to large groups. Ability to develop and deliver clear, data-driven reports, presentations, and business cases to varied audiences.
- Demonstrated political discretion and acuity.
- Certification with OACETT, as a Certified Engineering Technologist (C.E.T.) or equivalent. Professional designation with PEO (P.Eng.) or Licensed Engineering Technologist (L.E.T.) is strongly preferred.
- Project Management Professional (PMP) certification is preferred.

Responsibilities

Provides leadership and strategic direction to ensure water and wastewater engineering programs advance system sustainability, affordability, and public trust, while delivering strong technical, financial, administrative oversight and reporting for studies, design, and construction projects across water and wastewater infrastructure. (45% of time)

- Provides oversight of the complete portfolio of engineering activities, including studies, design, construction, and major maintenance programs.
- Establishes, implements and enforces standardized monitoring, reporting, and quality assurance frameworks across all projects and programs.
- Ensures project milestones function as formal decision points, enabling timely intervention, re-scoping, or re-prioritization.
- Leads active cost, schedule, and risk control, ensuring early identification and mitigation of emerging issues.
- Conducts periodic portfolio reviews to optimize resource deployment, sequencing, delivery capacity and program affordability.
- Oversees audits, technical reviews, and assurance activities to confirm compliance with standards, policies, and regulatory requirements.
- Ensures engineering outputs meet safety, reliability, constructability, and lifecycle performance expectations.
- Ensures engineering strategies align with asset management plans, risk frameworks, and corporate financial objectives.
- Promotes a culture of technical excellence, professional accountability, and institutional learning across engineering functions.
- Champions continuous improvement in how engineering work is planned, governed, and delivered.
- Oversees the procurement, engagement and performance of consultants and contractors during execution of the capital program, ensuring full compliance with corporate policies, procedures, and standards.
- Advises Senior Management on cost, performance and strategic and delivery risks related to the project and program portfolio.
- Oversees and provides input and quality assurance on project constructability, conformance with Regional standards, and compliance with all health and safety regulations and regulatory approvals.
- Guides the delivery of multi-year projects and programs through various delivery models, such as conventional design-bid-build, design-build and major maintenance programs.
- Leads negotiations for contractual terms and conditions and the finalization of agreements with consultants, contractors and design-build consortia.
- Serves as the Region's technical lead, responsible for maintaining, updating and improving water and wastewater design standards, drawings and processes.
- Participates in the annual capital budget and long-range financial forecasting process.
- Provides input to the development of capital programs and coordinates with Transportation Services for rehabilitation, construction and expansion needs for water and wastewater infrastructure.
- Makes regular site inspections of active projects, participating in site meetings involving legal, financial or contractual issues and providing direction to Managers, Senior/Project Managers as required.

- Responds to complaints and inquiries by members of the public, area municipalities and Regional Councilors.
- Oversees energy activities and programs, including conservation measures, audits and rebate programs.
- Ensures risk assessments, mitigation plans, and contingency strategies are integrated into project planning and delivery.
- Ensures the effective transfer and integration of new assets to Operations and Asset Management.

Develops and enhances engineering standards, practices and compliance frameworks. (15% of time)

- Develops, recommends and implements performance standards, methods and procedures for engineering work, promoting optimization and continuous improvement.
- Ensures consistent application of engineering standards, technical practices and compliance frameworks across the Section.
- Oversees the preparation, maintenance and alignment of quality management documentation with DWQMS, WWQMS, and other applicable industry standards.
- Monitors compliance with legislation, regulations and corporate policies affecting water and wastewater engineering programs.
- Keeps abreast of emerging and updated federal/provincial legislation and regulations affecting the Section and/or Division, ensuring alignment with Regional policies and procedures.
- Participates in the development of new policies, procedures and guidance documents related to engineering design, construction and related activities.
- Identifies opportunities for innovation, process improvement, and technology enablement, to enhance engineering methodologies and quality management practices.
- Promotes adoption of best practices and continuous improvement methodologies across the Section.

Develops, manages and administers annual and multi-year Capital and Operating budgets for the division, ensuring support of Council's objectives, financial transparency and accountability, budget adherence, identifying and explaining variances, and financial reporting is effectively managed in compliance with corporate financial policies. (15% of time)

- Authorizes, and administers the acquisition of goods and services for the operating unit and direct reports in accordance with the procurement policy and procedures.
- Oversees and authorizes project expenditures and change orders, in accordance with Regional procurement policies and procedures.
- Identifies grants from federal and provincial initiatives, and directs submissions of necessary applications for funding.

Manages people resource planning for the division or operating unit, determining ideal organizational structures, identifying desirable role and skill mix requirements and ensuring ongoing work quality and deliverability of results. (15% of time)

- Enables results with the organization's human capital strategy to foster employee engagement.
- Directs and provides leadership for the activities and coaching of direct reports, providing work direction, setting priorities, assigning tasks/projects, determining methods

and procedures to be used, resolving problems, ensuring results are achieved, and managing staff recruitment, performance, and skill development activities.

- Ensures alignment and coordination of activity and quality of output between teams under their direction.
- Ensures focus is service excellence, communication/transparency, innovation, and data integrity and workflow integration.
- Ensures staff has the information and resources to make successful plans and decisions.
- Ensures all people related issues, including recruitment, grievances and labour relations issues, are aligned to HR and Corporate standards and practices.
- Helps to break down barriers to employee success, ensuring collaboration and cooperation with other teams within their division and department.
- Ensures Occupational Health & Safety policies, programs and practices are implemented and maintained. This includes workplace inspections, monitoring, accident reporting and investigations, and ensuring any observed hazards or lapses in the functioning of OH&S processes, and other OH&S concerns are responded to promptly.
- Ensures all individuals under supervision have been informed of hazards and instructed on the necessary risk control and emergency response measures.

Provides technical representation, inter-departmental coordination, and communication on engineering matters. (10% of time)

- Collaborates with other Sections within the Division to foster teamwork and provide coordinated and efficient water and wastewater services.
- Liaises with federal and provincial agencies and area municipalities regarding water and wastewater capital delivery programs and engineering matters.
- Researches and prepares reports for submission to the Public Works Committee and as required, to other standing committees, including presentations and attendance.
- Makes presentations to municipal councils, committees and public meetings (as required).
- Keeps abreast of evolving technical knowledge relating to water and wastewater treatment, engineering design and construction and project delivery technologies.
- Participates in public education and awareness initiatives (as required).
- Represents the Section on internal working groups, providing technical input related to infrastructure risk, service levels, and program performance.
- Supports the Director in communicating technical issues, program updates, and project risks to senior leadership.

Performs other related duties and responsibilities as assigned or required.

Special Requirements

- In accordance with the Corporate Criminal Record Check Policy, the position requires the incumbent to undergo a Criminal Records Check and submit a Canadian Police Clearance Certificate.
- Must maintain the ability to travel in a timely manner to other offices, work locations or sites as authorized by the Corporation for business reasons.
- May be required to support emergency operations under the incident management structure, at the direction of the Emergency Operations Centre Director.

- Regional staff strive to enable the strategic priorities of council and the organization through the completion of their work. Staff carry out their work by demonstrating the corporate values.

HOW TO APPLY

Uncover the wonder of the Niagara Region and join a team dedicated to meeting tomorrow's challenges TODAY!

We thank all candidates for their interest however, only those candidates selected for an interview will be contacted.

We confirm that we do not use AI in screening of applicants, and this position is an existing vacancy.

To view the full job description and requirements, visit our [Careers page](#) - **Job Opening# 44485**

Let us know why you would be an excellent team member by submitting your online application **no later than March 2, 2026, before midnight** by visiting our 'Careers' page at www.niagararegion.ca

We thank all candidates for their interest however, only those candidates selected for an interview will be contacted.

Application Link: [Click Here](#)

ABOUT US

Serving a diverse urban and rural population of more than 475,000, Niagara Region is focused on building a strong and prosperous Niagara. Working collaboratively with 12 local area municipalities and numerous community partners, the Region delivers a range of high-quality programs and services to support and advance the well-being of individuals, families and communities within its boundaries. Nestled between the great lakes of Erie and Ontario, the Niagara peninsula features some of Canada's most fertile agricultural land, the majesty of Niagara Falls and communities that are rich in both history and recreational and cultural opportunities. Niagara boasts dynamic modern cities, Canada's most developed wine industry, a temperate climate, extraordinary theatre, and some of Ontario's most breathtaking countryside. An international destination with easy access to its binational U.S. neighbour New York State, Niagara attracts over 14 million visitors annually, as well as a steady stream of new residents and businesses.

At Niagara Region, we value diversity - in background and experience. We are proud to be an equal opportunity employer. We aspire to hire and grow a workforce reflective of the diverse community we serve. By doing so, we can deliver better programs and services across Niagara.

We welcome all applicants! For more information about diversity, equity, and inclusion at Niagara Region, Diversity, Equity and Inclusion - Niagara Region, Ontario or email related questions to diversity@niagararegion.ca. To send input on reducing barriers in the current hiring process, please email myhr@niagararegion.ca

For the Region's full employee equity statement, Working at Niagara Region - Niagara Region, Ontario.