

Lunenburg Regional Municipal Joint Services Board

EMPLOYMENT OPPORTUNITY – Waste Management Shared Service

Director of Waste Site Services

About us

The Municipal Joint Services Board - Lunenburg Region (MJSB), was formed in 2013 through a cost sharing agreement. Located in the heart of Nova Scotia's south shore, MJSB's purpose is to improve services for the residents of the Municipality of the District of Lunenburg and the Towns of Bridgewater and Mahone Bay. MJSB's shared services currently include waste, information technology, and human resources.

The Waste Management Shared Service operates a 250-acre transfer station in Whynott's Settlement atop a capped landfill site. A staff of 15 positions work together to provide services including transfer of landfill, recyclables, construction, and demolition waste, as well as organics processing, septic waste treatment, education and outreach, depots for household hazardous waste and electronics, and administration of curbside collection for the partner municipalities.

We are committed to offering equal employment opportunities based on qualifications and performance, and free from discrimination because of age, race or ethnic origin, religion, sex, sexual orientation, disability, family status, gender identity, or other protected characteristics, in accordance with the Nova Scotia Human Rights Code. We strive to make our recruitment and selection processes as accessible as possible and provide candidates with accommodations as required. If you require any accommodations at any point during the hiring process, please contact [Human Resources](#).

About the role

The Director of Waste Management Shared Services (WMSS) is accountable to lead, develop and implement all aspects of the Waste Management Shared Service of the Municipal Joint Services Board, Lunenburg Region, as defined in the MJSB Agreement's Waste Management Schedule. The Director of Waste Management Services is responsible for the effectiveness of the MJSB Waste Management System including, but not limited to, liaison with the Nova Scotia Department of Environment and Climate Change and MJSB member municipalities to ensure that MJSB adheres to all aspect of the required permits, regulations, and by-laws.

Providing strategic direction and leadership for all aspects of the WMSS, the Director of WMSS oversees the operation of the waste disposal site, waste collection for the partner municipalities as well as public awareness and enforcement. Through key initiatives and regional collaboration, the Director of WMSS plays a critical role in supporting the partner municipalities to achieve and maintain an integrated waste management system that is environmentally sound, complies with provincial targets, and is economically self-sufficient.



A member of the senior leadership team reporting to the MJSB COO, the Director of WMSS is a change agent who provides advice and is responsive to the MJSB Board and partner Councils and Chief Administrative Officers regarding Waste Management Services, including emerging technologies and objectives. A champion for sustainability, the Director of WMSS is relied upon as the resident expert on waste management best practices and ensures MJSB is a leader in waste management.

Key qualifications:

As the ideal candidate you have:

Education and Experience:

- Undergraduate or post-graduate university degree in Environment Studies, Engineering, Chemistry, Biology, or Business or a related discipline,
- A minimum of 10 years related leadership experience in waste management, municipal works, or civil construction.
- Technical training (multi-year diploma) in a related field may be considered.
- A combination of education and experience may also be considered.

Certification:

- Professional Engineering certification and member in good standing with a Canadian provincial engineering association preferred;

Skills:

- Demonstrated problem solving, consultative and conflict resolution skills;
- Skilled at performance management, recruitment, hiring, personnel administration, training and staff mentoring and support;
- Strong written communication skills, including preparing and reviewing complex technical reports and decision papers;
- Excellent verbal communication skills, including clearly and concisely presenting complex or technical matters to non-technical audiences for decision making; and
- Ability to provide sound direction and advice on a variety of waste management programs and legislative issues to all levels of management and staff as well as Councils.

Knowledge:

- K1 In-depth knowledge of waste management practices and trends and applicable waste resources and technology.
- K2 In-depth knowledge of relevant provisions of applicable federal and provincial legislation such as the CCME, Provincial Solid Waste Regulations, FOIPOP, Occupational Health and Safety Act and regulations.
- K3 Sound knowledge of key financial indicators.

Work Conditions

- Work requires a high degree of planning and prioritization ability to effectively deal with considerable workload and deadlines.
- Regular hours are Monday to Friday 8:00 am to 4:30 pm (40 hours per week).
- Additional hours will be required periodically depending upon work demands.
- Will need to periodically attend meetings outside of regular work hours.
- This position is required to maintain regular office hours, based out of the waste disposal site located at 908 Mullock Road, Whynott's Settlement, Nova Scotia.
- Salary range - \$80,430 to \$110,639, commensurate with qualifications and experience
- Visit www.lrcrc.ca to view the full job description.
- Anticipated start: July 2023

How to apply

- **Deadline to apply is May 22, 2023.**
- Please send your cover letter and resume, in confidence to:
Ashley Chase, HR Officer
Employment@mjsb.ca