



Regulations Officer – Fulltime Position

Job Summary:

The position is responsible for the administration and enforcement of the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation (159/06) under Section 28 of the Conservation Authorities Act. The position is also responsible for commenting on Planning Act notifications with regards to Section 3.1 – Natural Hazards of the Provincial Policy Statement.

The job is located at the Crowe Valley Conservation Authority office in Marmora, Ontario. The pay range for this position is \$57,200 - \$64,700 annually based on a 40/hr work week and will start as soon as possible. For this position, a complete benefits package and pension plan (OMERS) will also be provided to the successful candidate.

Responsibilities:

1. Review and process Regulation permit applications in accordance with provincial and CVCA policies.
2. Enforce the Regulation, including investigating violations and facilitating prosecutions.
3. Review and comment on circulated Planning Act applications.
4. Provide information and liaison between the Authority, its member municipalities, and the public regarding the Planning and Regulations program.
5. Other appropriate duties as assigned.

Qualifications:

1. Graduation from a university or college program in environmental science, physical geography, resource management, planning, or related field. Or 1-2 years of direct work experience.
2. Experience with Section 28 of the Conservation Authorities Act, flood plain mapping, or planning are assets.
3. Is certified or has the ability to be certified as a Provincial Offences Officer.
4. Excellent communication and time management skills, GIS experience, and word processing ability.
5. Possession of a valid Ontario Driver's Licence and ability to perform site inspections in various types of terrain and weather.

How to Apply:

Apply by email with your cover letter and resume to:

- Lou Young- info@crowevalley.com
- Please include "Regulations Officer" in the subject line of your email
- Application Deadline is November 3, 2017

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