

POSITION PROFILE – ADVERTISEMENT

MANAGER, APPLICATIONS

Location: Red Deer or Lethbridge

Are you a skilled team leader with experience in agricultural, environmental, or regulatory settings? Do you want to help contribute to the sustainability of Alberta's livestock industry? The Manager, Applications position at the NRCB may be the role for you.

The Natural Resources Conservation Board (NRCB) is seeking a Manager, Applications to join our leadership team. Reporting directly to the Chief Executive Officer, the Manager leads a team of Approval Officers responsible for application and permitting processes for livestock confined feeding operations (CFOs) under the *Agricultural Operation Practices Act* (AOPA). As a key member of our management team, you will collaborate on setting strategic direction for the organization and furthering our reputation as a trusted regulator.

Key Responsibilities:

Applications Role:

- Lead and mentor a team of 7 approval officers across Alberta to ensure CFO applications are thoroughly evaluated and processed in accordance with AOPA requirements.
- Provide expert policy and technical advice and guidance on AOPA requirements and the applications process, including participation in Board reviews, hearings, or court cases as required.
- Contribute to the development of NRCB operational policies and technical guidelines, and coordinate Applications Division staff to participate in the policy process.
- Ensure consistency in decision-making across approval applications by coordinating internal review teams, such as the Application Review team and Environmental Risk Screening Tool (ERST) audit committee.
- Stay informed on emerging and existing industry, economic, environmental, and research trends in the agriculture sector.

Management Role:

- Develop and manage the annual budget for the Applications Division, collaborating with other managers to meet NRCB field services requirements.
- Oversee the human resources functions within the Applications Division, including hiring, training, performance management, and resource planning.

- Foster and maintain effective relationships with NRCB stakeholders including government departments, industry groups, municipalities, Indigenous communities, and agencies that the NRCB interacts with throughout the application process.
- Contribute to the development of business plans, performance goals, and strategic plans to enhance the NRCB's operational and financial efficiency.
- Actively participate in weekly manager meetings, bi-weekly Applications Division meetings, monthly field staff meetings, and NRCB and Agriculture and Irrigation management meetings.
- Provide support and advice to the Technical Advisory Group (TAG) and Policy Advisory Group (PAG), attending meetings to provide technical support on application policies, procedures, and issues.
- Travel regularly to NRCB regional offices to engage with staff and ensure seamless communication and operations.

Qualifications:

- Bachelor of Science Degree in Environmental Science or Engineering with a minimum of 8 years' experience in a related field.
- Proven leadership skills with a commitment to fostering a supportive and high-achieving work environment.
- Exceptional verbal, written, listening, and interpersonal communication skills.
- Comprehensive knowledge of livestock industry management practices in the province of Alberta.
- Relevant regulatory experience or experience with industries regulated by the NRCB is an asset.
- Working knowledge of relevant NRCB and government legislation, regulations, and operational policies is an asset.
- Membership or eligibility for membership in a relevant professional society.

Why Join the NRCB?

- Opportunity to make an impact on livestock operations and environmental practices in the province.
- Engage in meaningful work with a dedicated and passionate team.
- Competitive salary and excellent benefits package.
- Hybrid workplace policy allowing employees to work remotely two days per week.
- Professional development opportunities to support your career growth.

Compensation:

This full-time permanent position offers a competitive salary range of \$118,554 to \$153,485. Salary is based on experience and qualifications. The NRCB also offers a generous benefit package and a defined contribution pension plan.

How to Apply:

Please submit your resume and a cover letter outlining your qualifications and experience to hr@nrcb.ca by Friday August 9, 2024. We look forward to hearing from you!

The NRCB is an equal opportunity employer and encourages applications from all qualified individuals. We thank all applicants for their interest; however, only those selected for an interview will be contacted.