

## New

Ministry

Agriculture and Irrigation

### Describe: Basic Job Details

#### Position

Position ID

Position Name (30 characters)

Springbank Dam Manager

Requested Class

Job Focus

Supervisory Level

Agency (ministry) code

Cost Centre

Program Code: (enter if required)

#### Employee

Employee Name (or Vacant)

Vacant

#### Organizational Structure

Division, Branch/Unit

☐ Current organizational chart attached?

Supervisor's Position ID

Supervisor's Position Name (30 characters)

Supervisor's Current Class

### Design: Identify Job Duties and Value

#### Job Purpose and Organizational Context

Why the job exists:

Reporting to the Director North Central Operations, Water Infrastructure and Operations Branch, Agriculture and Irrigation (AGI), this position is required to lead and manage the operations, maintenance and surveillance of Springbank Dam Flood Mitigation Project (SR1) near Calgary.

The Springbank Dam Flood Mitigation Project spans over 16 km and consists of numerous water management structures located on and adjacent to the Elbow River upstream of Calgary. This \$700 million water management project is currently being constructed by the Province of Alberta. The construction co-ordination is being facilitated by Alberta Transportation and Economic Corridors. Upon construction completion, spring 2025, AGI will formally take over on-going operations and maintenance for the life of the project.

Upon construction completion, this position will lead a group of water management technologists in the Water Infrastructure and Operations Branch, tasked with the ongoing operations of the Project.

The incumbent will have knowledge in the construction, operations and maintenance of major water management facilities and extensive experience dealing with public and stakeholder engagement.

The senior manager provides leadership to ensure the Springbank Dam Flood Mitigation Project is operated and maintained in a safe, efficient, timely, and fiscally responsible manner consistent with national codes and department guidelines, standards, policies, acts and technical and functional requirements.

As the Community Liaison, the incumbent will develop strong working relationships with Alberta Transportation (AT), the City of Calgary, Rockyview County, local community groups, First Nations, maintenance contractors, NGO's and numerous resources within WIOB and AEP.

## Responsibilities

Job outcomes (4-6 core results), and for each outcome, 4-6 corresponding activities:

### **1. Provide leadership and support for operation, maintenance and surveillance of the Springbank Dam Flood Mitigation Project.**

- Lead and develop immediate and long-term operational strategies, including all necessary dam safety regulatory requirements, emergency management and flood management / mitigation plans.
- Lead and develop short- and long-term strategies for managing the numerous monitoring requirements associated with the Project.
- Provide leadership, participation and operational direction to the implementation of the Land Use Plan associated with the long-term operation of the Project.

### **2. Operational and Emergency Management Plans/Process**

- The incumbent will ensure the development and implementation of Operations, Maintenance and Surveillance (OM&S) Plans that meet all regulatory requirements for extreme consequence infrastructure.
- The incumbent will ensure that Emergency Management Plans are maintained, engaging the City of Calgary, Rockyview County and other stakeholders as required, to meet all regulatory requirements for extreme consequence infrastructure.
- Lead and/or direct operations during a flood event or dam emergency for the Springbank Dam Flood Mitigation Project.

### **3. Ensure the Government of Alberta's technical guidelines, standards, specifications, and policies are followed and maintained.**

- Ensure implementation of continuous improvements and maintain continuity of knowledge when problems are encountered with guidelines, standards, and specifications.
- Develop and maintain expertise in the area of water management infrastructure engineering, including planning, design, construction, project management, and maintenance, through applied experience, courses, seminars, conferences, and self-study.
- Develop and maintain expertise in water management specifications, technical standards, guidelines, and standard designs.
- Provide technical expertise to department staff and external stakeholders.
- Develop and share innovations within WIOB and the department.
- Liaise with and provide technical support and advice to AGI on water infrastructure projects.
- Identify technical or operational issues that need to be addressed for future improvement.
- Serve on committees to develop standards and guidelines and create shared understanding. This may include specification updates, environmental issues working groups, etc.

### **4. Ensure that the Springbank Dam Flood Mitigation Project is operated and maintained in accordance with all regulatory approvals for project.**

- Identify, coordinate, and ensure ancillary aspects of projects are addressed, including stakeholder relations,

indigenous consultation, land purchases, utility agreements, and regulatory requirements. Such issues require coordination between consultants, other department branches, AEP, and other external agencies or individuals.

- Review all permits, approvals, authorizations, licenses, and certificates obtained for the project, by the consultant, assign responsibility for adherence to the conditions, provide monitoring reports in accordance with the approval requirements. These monitoring reports include but are not limited to: Aquatic Ecology, Hydrology and Sediments, Surface Water Quality, Groundwater Quality and Quantity, Vegetation, Terrains and Soils, Wildlife and Biodiversity and Air Quality
- In a multi-department environment, the incumbent will develop strategies to transition monitoring plans from the construction phase to the operations phase as per regulatory requirements

## **5. Stakeholder Engagement**

As the Community Liaison, develop effective long-term relationships with project proponents and stakeholders. Stakeholder groups include, but are not limited to:

- First Nations
- City of Calgary
- Rockyview County
- Local Advisory Groups: Calgary River Communities Action Group, Springbank Community Association
- Special interest groups: Bow River Basin Council, Springbank Community Planning Association
- First Nation Land Use Advisory Committee
- Joint Land Use Advisory Committee
- Adjacent landowners
- Internal relationships (River Forecasting, Monitoring, ASERT, etc.)
- NGOs as required

## **6. Participate and contribute to department initiatives and goals**

- Participate in Team and Branch meetings to support the department's mission, goals, and objectives
- Participate in the delivery on-going improvement of WIOB's Dam Safety Management Program.
- Create an environment for teamwork and collaboration within the department and with other departments and agencies
- Provide Occupational Health & Safety (OH&S) leadership for SR1 staff and for other branch staff to ensure compliance with the Government of Alberta OH&S program and the implementation and maintenance of the WIOB's program and Certificate of Recognition

## **Problem Solving**

Typical problems solved:

The position requires knowledge and expertise in all areas of managing and operating major water management infrastructure projects. As a high profile project, the oversight of operations, maintenance and surveillance and emergency management plans will be critical.

This position will also be responsible for stakeholder engagement and will be the lead representative for AGI on advisory groups or initiatives related to land management, operations, monitoring and other such activities required

to operate and maintain Springbank Dam Flood Mitigation Project as per regulatory requirements. As an extreme consequence dam, the Springbank Dam Flood Mitigation Project represents a significant risk to public safety. The incumbent will be required to lead a specialized team during flood operations and any other form of dam emergency and will be required to coordinate Emergency Management of the facility if required. This position will have decision making authority on behalf of the Province for day to day administration and operational readiness and emergency operations.

Types of guidance available for problem solving:

While established practices, guidelines, specifications, and policies are referenced, there is considerable variety in the challenges encountered and their complexity. Evolving practices and new materials must be combined with technical creativity and innovative solutions in the daily delivery of the water management capital and maintenance programs. This position has considerable freedom to act, basing decisions on engineering and best project management principles and fiscal responsibilities. Some decision making is collaborative with input from contractors, consultants, the supervisor, and senior managers. The incumbent will have independent authority to manage all day-to-day aspects of the project operations and maintenance and stakeholder relations. For operations and potential dam emergencies the incumbent will reference Operation, Maintenance and Surveillance manuals, Emergency Management Plan documents and land management guidance. Guidance will also be sought through Federal and Provincial regulatory approval conditions to inform decisions.

Direct or indirect impacts of decisions:

The ability to problem solve and make informed decisions in a timely manner will have direct impacts on the ability to operate and maintain the Springbank Dam Flood Mitigation Project effectively and within the program budget. This will also have lasting impacts on relationships with local stakeholders, Indigenous groups, regulatory agencies, etc. During operations this position will have decision making authority under extremely stressful conditions during flood operations and/or other dam emergencies which could have significant impacts on public safety through the Elbow River Basin and into the City of Calgary. Springbank Dam Flood Mitigation Project is a very high visibility provincial project with extreme consequences to downstream communities and the general public.

Decisions made by this position directly affect AGI business plan outcomes. This position negotiates with stakeholders and others both internally and externally to ensure that AGI objectives are met while satisfying the needs of stakeholders that often have needs that differ from each other. Operational decisions during a flood event may have serious consequences downstream and stakeholders with opposing views may not agree with the operational decisions.

## Key Relationships

Major stakeholders and purpose of interactions:

Major stakeholders related to the position include:

- Consultants and contractors
- Department staff
- Other GOA ministry staff (AEP/TEC/Infrastructure/Indigenous Relations)
- Government of Canada (Fisheries and Oceans, Transport Canada)
- Indigenous groups
- Landowners
- Municipalities
- General Public

The purpose of the interactions is to support and inform on-going operations, maintenance and surveillance of the SR1 project.

This position has face to face contact with other department staff, consultants, and contractors for the purpose of

providing direction, advice, and technical support. Contact with other government agencies is common on joint projects and where regulatory requirements and other stakeholder issues are involved. This position demands interpersonal skills and confidentiality when engaging with the public, such as private landowners, Indigenous groups, or other affected stakeholders.

Required Education, Experience and Technical Competencies

Education Level	Focus/Major	2nd Major/Minor if applicable	Designation
Bachelor's Degree (4 year)	Engineering		

If other, specify:  
Civil, Water Resources or other related specialization. Equivalencies may be considered

- Job-specific experience, technical competencies, certification and/or training:
- Knowledgeable and experienced in water management engineering including project management, planning, design, and/or construction, practices relating to heavy civil engineering projects, contract documents and specifications and their interpretations.
  - Knowledgeable and experienced in the operations, maintenance and surveillance of major water management infrastructure.
  - Knowledge and understanding of relevant legislation including but not limited to Occupational Health and Safety Act, Alberta Environmental Protection and Enhancement Act, Impact Assessment Act, Alberta Water Act, Alberta Public Lands Act, Fisheries Act, etc.
  - Effective communication skills to develop and maintain relationships with partners, the department, and other government ministries, municipalities, and the public. Position helps influence the direction, procedures to be used, and the outcome of the projects.
  - Experience working with Indigenous groups, landowners are an asset.
  - Experience in emergency management activities related to dams, is an asset
  - Strong and effective analytical and problem-solving skills.
  - Strong, effective written and verbal communication skills.
  - Strong interpersonal, leadership, and conflict resolution skills.
  - Strong and effective organizational, time and project management skills
  - Self motivated, able to prioritize work, establish and meet deadlines, and achieve expected results.
  - Excellent organizational and public relations skills with the ability to provide direction, technical advice, and monitor the work of contractors and consultants.
  - Valid Class 5 Alberta driver's licence

Behavioral Competencies

Pick 4-5 representative behavioral competencies and their level.

Competency	Level					Level Definition	Examples of how this level best represents the job
	A	B	C	D	E		

Systems Thinking	○ ○ ○ ● ○	<p>Integrates broader context into planning:</p> <ul style="list-style-type: none"> <li>• Plans for how current situation is affected by broader trends</li> <li>• Integrates issues, political environment and risks when considering possible actions</li> <li>• Supports organization vision and goals through strategy</li> <li>• Addresses behaviours that challenge progress</li> </ul>	<p>SR1 is a highly visible and politically sensitive project. The Project Manager must ensure Provincial interests (goals and vision) are being met in a highly dynamic environment and will use independent judgment to address challenges.</p>
Creative Problem Solving	○ ○ ○ ● ○	<p>Works in open teams to share ideas and process issues:</p> <ul style="list-style-type: none"> <li>• Uses wide range of techniques to break down problems</li> <li>• Allows others to think creatively and voice ideas</li> <li>• Brings the right people together to solve issues</li> <li>• Identifies new solutions for the organization</li> </ul>	<p>Working with a team the incumbent will advise, direct and ensure implementation of initiatives to address challenges during operations, maintenance and surveillance. Resolving issues and empowering staff to make critical decisions under stressful conditions and tight time lines is critical.</p>
Agility	○ ○ ○ ● ○	<p>Proactively incorporates change into processes:</p> <ul style="list-style-type: none"> <li>• Creates opportunities for improvement</li> <li>• Is aware of and adapts to changing priorities</li> <li>• Remains objective under pressure and supports others to manage their emotions</li> <li>• Proactively explains impact of change on roles, and integrates change in existing work</li> <li>• Readily adapts plans and practices</li> </ul>	<p>As a new major Provincial project, resiliency and adaptation will be key to addressing day to day challenges (lands, operations, maintenance, etc.) as well as emergency and/or flood operations. Ensuring a highly trained and motivated team of direct reports and ancillary support is available and prepared at all times is critical to the safe functioning of the project.</p>

Build Collaborative Environments	○ ○ ○ ● ○	<p>Involves a wide group of stakeholders when working on outcomes:</p> <ul style="list-style-type: none"> <li>• Involves stakeholders and shares resources</li> <li>• Positively resolves conflict through coaching and facilitated discussion</li> <li>• Uses enthusiasm to motivate and guide others</li> <li>• Acknowledges and works with diverse perspectives for achieving outcomes</li> </ul>	<p>Land management has been a highly visible issue during the development of SR1 and will remain a key focus for adjacent landowners, NGOs and Indigenous groups. This position participates in stakeholder engagement to ensure land is managed; and monitoring, mitigation and response plans are developed and implemented as per regulatory requirements. Relationship building is critical to the success of the project.</p>
Drive for Results	○ ○ ○ ● ○	<p>Works to remove barriers to outcomes, sticking to principles:</p> <ul style="list-style-type: none"> <li>• Forecasts and proactively addresses project challenges</li> <li>• Removes barriers to collaboration and achievement of outcomes</li> <li>• Upholds principles and confronts problems directly</li> <li>• Considers complex factors and aligns solutions with broader organization mission</li> </ul>	<p>This position will be working in a fast paced and highly political environment. Anticipating the needs of multiple, diverse stakeholders to achieve objectives will be a focus area. On-going areas of concern and contention will need to be addressed in a timely fashion. Operations require a high level of preparedness and constant situational awareness amongst the team with implications having a direct bearing on public safety for downstream interests including the City of Calgary.</p>

## Benchmarks

List 1-2 potential comparable Government of Alberta: [Benchmark](#)

## Assign

The signatures below indicate that all parties have read and agree that the job description accurately reflects the work assigned and required in the organization.

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Employee Name

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Date yyyy-mm-dd

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Employee Signature

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Supervisor / Manager Name

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Date yyyy-mm-dd

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Supervisor / Manager Signature

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Director / Executive Director Name

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Date yyyy-mm-dd

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Director / Executive Director Signature

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ADM Name

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Date yyyy-mm-dd

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ADM Signature

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DM Name

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Date yyyy-mm-dd

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DM Signature