

WUQWATR General Manager Position Description

The Wascana Upper Qu'Appelle Watersheds Association Taking Responsibility (WUQWATR) is a watershed plan implementation organization. The board of this watershed organization is responsible for implementing and managing the Wascana and Upper Qu'Appelle watershed protection plan. This policy governance board would like to fill its general manager position with a highly motivated, well-organized, innovative and self-directed individual who is also a strategic thinker, an effective communicator, thorough and capable of fostering change.

The individual will be evaluated on the relative degree to which you meet the knowledge, skills and abilities of the position. Where the educational requirement is not met, an equivalent combination of training, knowledge and experience will be considered.

As the incumbent you will represent community residents in the Wascana and Upper Qu'Appelle watersheds by leading and coordinating delivery of the watershed and aquifer plan.

As the General Manager, you will:

- develop budgets and work plans
- prepare and market project funding proposals to implement the Plan
- report to funders, Saskatchewan Justice (Corporations Branch), as required
- manage the integration of financial, administrative and payroll systems
- recruit, manage, retain, mentor, supervise and evaluate staff
- prepare and coordinate distribution of financial reports, forecasts and fiscal projections
- manage the corporate strategy
- develop and manage a website.

The ideal candidate will have:

- a degree in Commerce or Business Administration, or equivalent
- proven ability to manage and delivery programs
- leadership ability, innovation and strong team member skills
- experience working with a policy governance board

- public speaking ability
- proven ability to lead and deliver, be assertive and deliver on multiple, challenging initiatives with high energy and positive, "can-do" attitude
- able to focus on the "big" picture with attention to detail
- acute understanding of cultural sensitivities with hands-on clarity of environmental, agricultural and community-based issues.

The candidate will have a strong knowledge of:

- partnership development, membership recruitment and retention
- project management and process improvement methodologies and practices
- research, analysis and problem-solving
- fiscal reporting and accountability.

The candidate must have the ability to:

- innovate, conceptualize and prioritize
- lead and coordinate the watershed plan implementation
- be a fiscally-responsible manager
- manage resources
- be self-directed, thorough, organized and able to manage multiple priorities
- develop and lead change.

Term of Position:

The position is a new full-time position with an annual performance review.

Salary Range:

This position will be of interest to those currently earning \$45,000 per year. Salary and benefits will be negotiated.

Submit your resume by Email to: wuqwatr@sasktel.net or by regular mail to: WUQWATR, P.O. Box 965, Regina, Saskatchewan S4P 3B2.

Thank you for your application. All applicants will be contacted.