

Date: August 16, 2021

Job Title: Assistant Deputy Minister, Environmental Stewardship

Department: Manitoba Conservation and Climate

Location: Winnipeg, Manitoba

Classification: Executive Officer (EX2)

Employment Type: Regular Full Time

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## Position Overview

Reporting to the Deputy Minister, Conservation and Climate and working as a key member of the department's executive management team, the Assistant Deputy Minister (ADM) leads the work of a division, supports the government in making evidence-informed decisions, and effectively collaborates across departments and with external stakeholders.

The ADM provides leadership to the division, communicating broad direction on priorities and engaging at all levels to successfully deliver on the division's mandate. The ADM is responsible to create a workplace culture that is consistent with and emphasizes the identified mandate, vision and values of the Manitoba Government.

The role is accountable for policy development and implementation, program delivery, licencing, education and enforcement functions of the division. This includes providing leadership and direction in the development and implementation of legislation and regulations.

The Assistant Deputy Minister will:

- *Oversee the development and implementation of sound environmental policies and procedures, providing evidence-based advice and recommendations to the Deputy Minister and Minister. The ADM oversees the delivery of quality programs, leading diverse group of professional and technical staff.*
- *Provide leadership within the Division regarding resource management including annual estimates preparation resource allocation and management systems to ensure efficient utilization of both human and financial resources.*
- *Provide leadership to the Division's staff in developing strong, effective, high-performance teams.*
- *Provide timely, accurate and complete briefing material to the Minister and Deputy Minister on emerging issues, including advisory notes, ad hoc reports, and correspondence related to the responsibility of the Division.*

## Skills, Knowledge, and Abilities

You will be an outcomes-driven, collaborative and trusted leader, who will ensure the efficient and effective delivery of the division's programs and mandates while fostering a culture that is supportive of positive organizational change and innovation.

You must be a senior leader with an extensive understanding of government corporate, strategic and administrative processes, able to anticipate issues and proactively develop solutions in order to ensure the department is in the best possible position to respond to change and deliver effective outcomes.

You must be a results-oriented, high performance organizer and motivator who demonstrates commitment to the on-going development of an effective team. You must be able to work in true collaboration with all areas of government, working in the best interest of the Province of Manitoba.

You must be a strategic thinker, who is credible, creative and innovative with effective judgement and problem solving skills, including superior political acumen and excellent communication skills. You must be able to foster positive relationships in complex situations.

You will demonstrate the following senior management selection criteria:

- *Extensive experience translating strategic priorities into clear operational and business plans, and delivering on commitments with positive results.*
- *Significant experience in policy and program development, implementation and evaluation, as well as working with legislation and regulation; ensuring alignment with direction at all levels.*
- *Extensive experience developing and leading high performance teams, engaging staff throughout the organization and building a positive culture.*
- *Excellent political acumen skills with demonstrated experience providing strategic and timely information and advice to senior leaders on complex topics and sensitive issues.*
- *Significant experience developing and implementing creative and innovative solutions to challenging problems, in collaboration with partners and stakeholders.*
- *Excellent written communication skills, demonstrated ability to write politically sensitive and confidential materials for senior leaders as well as public facing documents.*
- *Advanced verbal communication skills, including the ability to communicate on challenging topics to all levels of the organization, stakeholders and the public.*
- *Experience building positive relationships with Indigenous people and a commitment to the principles of reconciliation.*
- *A commitment to fostering Diversity and promoting the Values and Ethics, of the Manitoba Government.*
- *Experience working with policies and programs related to the environment or natural resource management, is desired.*

## Department Overview

Our Vision and Mission is to sustainably manage and protect the province's environment and rich biodiversity of natural resources such as water, wildlife and forests by working cooperatively with the public., Indigenous communities, and other agencies, governments and stakeholders to strike a balance between protecting the integrity of the environment and meeting social and economic needs of Manitobans.

## Department Overview

The Environmental Stewardship division contributes to the Department's mandate through the management and implementation of the environmental policy, program and enforcement functions of the department. The Environmental Stewardship division evaluates the environmental impacts of developments and ensures the effective delivery of emergency response programming related to environmental emergencies. Each branch within the division works closely with other government departments, private industry, local governments and local communities to ensure environmental impacts do not adversely impact human health and Manitoba's environment.

For more information on Manitoba Conservation and Climate, visit

<https://www.gov.mb.ca/sd/index.html>

## About the Government of Manitoba

The Manitoba government offers rewarding careers to its employees who deliver hundreds of programs and services to the public. The government has a wide variety of departments, reflecting over 700 different types of jobs, located in communities across the province.

We are an employer that has a commitment to integrity, respect, diversity, inclusion and advancing reconciliation. The Manitoba government has a committed, caring and creative workforce that is passionate about contributing to and improving services to our communities and the lives of Manitobans.

## Transforming the Manitoba Public Service

It is an exciting time to be a public servant in Manitoba. We are in a period of profound technological, environmental, and socioeconomic change that compels us to evaluate the nature of our work and the essence of our culture.

[Transforming Manitoba Public Service: A Strategy for Action](#) was designed to help the public service move forward in a unified way. Created as a long-term strategy to modernize the public service, it guides the transformation of both the work and the culture of the Manitoba public service.

As part of the senior management team, you will be a leader in creating the conditions necessary to foster a public sector culture for the future.

## About Manitoba

The province of Manitoba is home to almost 1.3 million people who have a well-deserved reputation for being among the friendliest in Canada. No matter what your interests are, Manitoba offers everything from Polar Bear expeditions to gallery tours.

Our capital city, Winnipeg, has a population of over 700,000 and is located at the geographic centre of North America. Home to the world renowned Royal Winnipeg Ballet, the Canadian Museum for Human Rights and the NHL's Winnipeg Jets, Winnipeg is one of Canada's most historic and beautiful cities. Offering you four distinct seasons and the highest number of sunlight hours in Canada, you are guaranteed to find the life you're looking for in Manitoba.

Come see for yourself!

