



Manager of Operations Full-Time

Port Hardy and North Island
Port McNeill

Monday June 8, 2026

\$41 - \$60/ hour (\$90,000 - \$110,000)

Company: Regional District of Mount Waddington

Website: <https://www.rdmw.bc.ca/>

Industry: Management/ Administration

How to apply:

Application Process Please send your resume and cover letter combined by email with the subject "Manager of Operations" to: Cameron Neil HR Advisor Regional District of Mount Waddington PO Box 729, 2044 McNeill Road, Port McNeill, BC V0N 2R0 Phone: 250-974-4025 Email: cneil@rdmw.bc.ca Your cover letter should be addressed to David Kim, Chief Administrative Officer Applications will be reviewed on a rolling basis. We thank all applicants for their interest; only those selected for an interview will be contacted.

Attachment: [2026 05 21 Manager of Operations Job Posting 0.pdf](#)

Expiry Date:

Monday, June 22, 2026

Details:

Manager of Operations Department: Operations Status: Permanent Full-Time / 35 hrs. per week Posting Date: Wednesday, April 22, 2026 Posting Number: 202604-02 Posting Type: External - Management Exempt Salary Range: \$90,000 - \$110,000 per annum (commensurate with experience and qualifications) Position Overview: • The Regional District of Mount Waddington (RDMW) is seeking an experienced, decisive, and community-driven operations leader to serve as Manager of Operations, reporting directly to the Chief Administrative Officer (CAO). • This permanent, full-time management exempt position carries broad executive responsibility for the planning, delivery, and oversight of the RDMW's entire operational infrastructure portfolio, including a regional Solid Waste and Recycling Centre, landfill, and multiple transfer stations; water and wastewater systems; roads and transportation; municipal facilities and buildings; fire protection services; and fleet management. • The Manager of Operations leads capital project planning and delivery, develops and manages multi-year asset management strategies, and provides senior-level oversight of departmental operating and capital budgets. • The position carries direct reports including the Operations Project Manager, Operations Technician, and Solid Waste Operations Supervisor, with overall supervision of a team of 8-12 operational staff. • The Manager of

Operations represents the RDMW in high-stakes relationships with the Regional District Board, First Nations governments, provincial ministries, federal agencies, private industry, and contractors. Key Responsibilities Solid Waste, Recycling & Environmental Services • Oversee the day-to-day and strategic operation of the RDMW Solid Waste and Recycling Centre, regional landfill, and multiple transfer stations across the region. • Ensure regulatory compliance with the Environmental Management Act, BC Reg. 63/88 (Landfill Criteria), and related Ministry of Environment approvals and permit conditions. • Manage contracts, operational staff, and service standards across all solid waste facilities and collection programs. • Lead long-range planning for landfill capacity, waste diversion targets, and infrastructure upgrades in alignment with the RDMW's Solid Waste Management Plan. • Liaise with the Ministry of Environment and Climate Change Strategy on environmental monitoring, reporting, and compliance obligations

Infrastructure Planning, Capital Projects & Asset Management: • Lead planning, procurement, tendering, and delivery of capital infrastructure projects including roads, drainage, utilities, facilities, and solid waste infrastructure. • Develop and maintain a comprehensive asset management program covering the full lifecycle of RDMW infrastructure assets. • Prepare capital plans, business cases, and technical reports for Board consideration and funding applications. • Oversee consultant and contractor performance, contract administration, and project close-out across concurrent capital programs. • Secure and steward infrastructure funding from UBCM, FCM, ICIP, CleanBC, and other provincial and federal programs.

Multi-Service Operational Portfolio: • Provide strategic and operational oversight for water treatment and distribution systems and wastewater collection and treatment, including all related regulatory compliance. • Oversee roads and transportation infrastructure maintenance and improvement programs across the regional footprint. • Manage municipal facilities and buildings including maintenance programs, safety compliance, and capital renewal planning. • Oversee fire protection services in coordination with local fire departments and community commissions. • Administer the RDMW fleet management program including procurement, maintenance scheduling, and lifecycle planning.

Financial Stewardship & Budget Management: • Develop, present, and manage departmental operating and capital budgets with full accountability to the CAO and Board. • Monitor expenditures, identify variances, and implement cost-control measures while maintaining service levels. • Support long-term financial planning

for infrastructure renewal and operational sustainability. • Manage procurement in compliance with RDMW purchasing policies and applicable public sector requirements. Board, Intergovernmental & Stakeholder Relations: • Prepare and present clear, professional reports, briefings, and recommendations to the Regional District Board and its committees. • Navigate the governance dynamics of a Regional Board environment with professionalism, discretion, and sound judgment. • Build and sustain productive working relationships with First Nations governments and organizations, ensuring meaningful consultation and collaboration in service delivery and infrastructure planning. • Liaise effectively with provincial ministries, federal agencies, private industry, contractors, utilities, and community stakeholders. • Represent the RDMW at public meetings, community consultations, and intergovernmental forums. • Engage with Local Community Commissions and advisory bodies on operational and service matters. Team Leadership & Organizational Development: • Provide direct leadership to the Operations Project Manager, Operations Technician, and Solid Waste Operations Supervisor, and overall oversight of a team of 8–12 staff. • Foster a workplace culture grounded in safety, accountability, service excellence, and continuous improvement. • Provide coaching, performance management, and professional development support to direct reports. • Recommend and implement organizational structures, staffing models, and succession strategies aligned with RDMW priorities. • Ensure rigorous adherence to OHS legislation, emergency response plans, and workplace safety programs across all operational areas. Core Competencies: • Accountability • Integrity • Professionalism • Collaboration • Communication • Service Excellence • Role-Specific: Infrastructure & Asset Management • Capital Project Delivery • Regulatory Compliance • Stakeholder & Intergovernmental Relations • Team Leadership • Financial Stewardship • Environmental Stewardship

Qualifications & Experience:

Education: • Bachelor's degree in Civil Engineering, Environmental Engineering, Public Administration, or a closely related technical or management discipline. • An equivalent combination of education and directly relevant senior-level experience will be considered. Professional Designation: • Registration as a Professional Engineer (P.Eng) with Engineers and Geoscientists BC (EGBC) is strongly preferred. • Registration as an Applied Science Technologist (AScT) with ASTTBC, or an

equivalent designation, will be considered. • Candidates without a formal designation but with compelling senior operational leadership experience in a comparable public sector environment are encouraged to apply. Experience — Required: • Minimum 5 years of progressively responsible experience in infrastructure or operations management, with at least 2 years at a senior leadership level within a municipal, regional district, or comparable public sector organization. • Demonstrated experience overseeing solid waste operations including landfills, transfer stations, and/or recycling programs, with working knowledge of applicable environmental regulations. • Proven track record planning, procuring, and delivering capital infrastructure projects on time and on budget. • Experience developing and managing multi-year asset management plans and operating/capital budgets. • Experience directly supervising and developing teams of 8 or more operational and technical staff. • Demonstrated ability to prepare and present reports and recommendations to an elected board or equivalent governance body. • Valid BC Class 5 driver's licence. Experience — Preferred Assets: • Experience working within a Regional District or similar multi-service local government organization in BC. • Direct experience engaging with First Nations governments in a government-to-government or service delivery context. • Familiarity with the Local Government Act, Community Charter, Environmental Management Act, Drinking Water Protection Act, Workers Compensation Act, and related BC legislation. • Knowledge of public infrastructure funding mechanisms: UBCM, FCM, ICIP, CleanBC, and provincial and federal grant programs. • Experience navigating intergovernmental relationships with provincial ministries and federal agencies. • Experience working in remote, rural, or northern service delivery environments. Certifications — Considered Assets: • PMP – Project Management Professional • CAMA – Certified Asset Management Professional (IPWEA/CNAM) • SWANA – Manager of Landfill Operations (MOLO) or Manager of Transfer Station Systems • ENV SP – Envision Sustainability Professional • CPWA – Certified Public Works Administrator • CRSP – Canadian Registered Safety Professional • SCMP – Supply Chain Management Professional
