



## **Employment Opportunity North Shore MicMac District Council Inc.**

<b>Position Title:</b>	Circuit Rider Trainer (Wastewater Collection and Treatment Systems), Atlantic Canada
<b>Report To :</b>	Circuit Rider Training Program Manager
<b>Work Location:</b>	New Brunswick and Nova Scotia
<b>Duration of Employment:</b>	<b>Full Time</b> (One Year Term)
<b>Closing Date:</b>	5:00 p.m., October 31, 2018

**North Shore Micmac District Council Inc. (NSMDC)** provides technical services and training to First Nations communities through the Circuit Rider Training Program (CRTP) in the Atlantic Canada. The CRTP is a federally funded program delivered to First Nation communities in the Atlantic region for over 17 years.

NSMDC is seeking a highly-motivated individual to take on the responsibilities of a Circuit Rider Trainer (CRT) whom will be contracted on a one-year term basis to deliver training, mentoring and provide support to a minimum of five First Nation communities in New Brunswick and Nova Scotia. The ideal candidate is expected to reside in either New Brunswick or Nova Scotia. This CRT position will report directly to the Circuit Rider Training Program (CRTP) manager and will be responsible for planning, organizing, delivering and reporting on a variety of mentoring, training and operational needs for First Nation wastewater system operators.

Please take note that this is a full-time term position. The successful candidate will be expected to make at least six site visits per First Nation community each year, as well as be available at other times to address any inquiries and or respond in person to unexpected issues that may arise in these wastewater systems.

## **CIRCUIT RIDER TRAINER JOB DESCRIPTION**

### **Qualifications**

- Minimum grade 12 education, C.E.T. or equivalent.
- Preferably a college-level diploma related to water and wastewater resource technology with experience in sequential batch reactors (SBR), rotating biological contactors (RBC), Clarifiers and DynaSand filtration systems in tertiary treatment plants.
- Be mechanically inclined and understand the importance of preventive and corrective maintenance programs.
- Knowledgeable in applicable Environment Canada Wastewater System Effluent Regulations (WSER) and the Effluent Regulatory Reporting Information System (ERRIS).
- Training in the following safety awareness topics is considered an asset:
  - Workplace Hazardous Materials Information System (WHMIS)
  - Operator Health & Safety
  - Confined Space Entry
  - CPR and First Aid Training
- Should hold a Level III Wastewater Treatment certificate and have level I certificates in water treatment, water distribution, and wastewater collection. All candidates must be willing to upgrade their certification levels as requirement of employment to match system classification levels in assigned communities as per provincial regulation, protocols and or guidelines.
- Require a minimum of ten years' experience in wastewater treatment field; supervisory or lead hand experience would be an asset.
- Be able to provide input at feasibility or design stage of new infrastructure projects as well as be able to participate in commissioning of water and wastewater facilities.
- Must be willing to travel to remote locations and to stay onsite for up to a week at a time.
- Must be willing to work outside in inclement weather.

### **Knowledge**

- Knowledge of water chemistry, microbiology, and mathematics.
- Knowledge of mechanical, chemical, and biological wastewater treatment processes, wastewater collection systems, and receiving water protection.
- Knowledge of Occupational Health and Safety (OHS) Regulations and WHMIS.
- Familiar with requirements of applicable legislation and regulations relating to constructing, operating, and monitoring of wastewater facilities.
- Knowledge of Protocols for Centralized Wastewater Treatment Systems in First Nation Communities would be an asset.
- Knowledge of roles and responsibilities of all stakeholders (Operator, Chief and Council, Indigenous Services/Health Canada (ISC) and Environment Canada involved with First Nations drinking water and wastewater systems would be asset.

### **Leadership/Human Relationship Components**

- Ability to plan, organize, and implement a mentoring program by determining short- and long-term objectives and by ensuring that the objectives of the mentoring program are met.
- Good communication skills, both oral and written.
- Must possess excellent trouble-shooting and problem-solving skills.
- Good understanding and use of computer software, including word processing, spreadsheets, power point and email communications.
- Knowledge of SCADA systems, PLC and HMI systems.
- Instrumentation experience would be an asset.
- Outgoing, personable, and tactful.
- Familiar with First Nations communities, their culture, and their values.

### **Roles and Responsibilities**

Plan, organize, and deliver a variety of mentoring, training, and hands-on assistance under the Circuit Rider Training Program as per the Minimum Program Requirements for water and wastewater Systems in First Nations communities. The training activities that CRTs may be required to undertake with water or wastewater operators include:

- Support operators to meet the quality requirements for water and/or wastewater stipulated in relevant codes and regulations (including Indigenous Services Canada) protocols, Health Canada Guidelines, and Environment Canada's Wastewater Systems Effluent regulations.
- Support operators in developing functional operations and maintenance work plans for each water and wastewater system along with the development of maintenance management programs (MMP), standard operating procedures (SOP) and emergency response plans (ERP).
- Demonstrate how routine maintenance and repairs are conducted which may also include the need to assist in the procurement and management of outside expertise when required for repairs and maintenance.
- Aid system operators to familiarize themselves with the procedures required to conduct sampling and testing to meeting reporting requirements.
- Train system operators in completing the required record keeping to properly document and assess operations.
- Provide comments on feasibility studies and design proposals.
- Attend the commissioning process of a new water and wastewater facilities.
- Aid Chief & Council to develop and implement a training plan to assist the system operator(s) to attain and maintain the level of certification required for their facilities.
- Identify occupational health and safety concerns and identify OHS training needs for operators.
- Support the operators to develop and implement emergency response procedures to follow in the case of an emergency impacting water and wastewater facilities.
- Participate in provision of a 24/7 technical support line to First Nations, as required.
- Prepare and submit post site visit reports in at the conclusion of each site visit to program manager for review.
- Participate in workshops to plan, organize and present training material as required.

### **Travel Requirements**

- CRT will be required to make at least six (6) site visits per year to deliver training, mentoring and support to each of the five assigned First Nation communities in New Brunswick and Nova Scotia as approved by the NSMDC and Indigenous Services Canada.
- Some travel in small aircraft may be required as assignments change at the discretion of management.
- Successful candidate must possess a valid driver's license, have access to a reliable and insured vehicle.

For more information on this position, please contact: Darrell Jennex, Circuit Rider Training Program Manager, at (902) 956-3051 or [darrelljennex@nsmdc-crtp.com](mailto:darrelljennex@nsmdc-crtp.com).

Interested applicants can also submit a resume and cover letter highlighting qualifications to Darrell Jennex at [darrelljennex@nsmdc-crtp.com](mailto:darrelljennex@nsmdc-crtp.com) or fax (506) 627-4613 by 5:00 pm, October 31, 2018. Applicants are responsible for the timely receipt of applications.

*North Shore MicMac District Council (NSMDC) is an equal opportunity employer and welcomes applications from all interested parties. We thank you for your interest, however, only those candidates selected for an interview will be contacted.*