

## **Manager of Asset Management**

### **Permanent Full-time**

Are you naturally collaborative, service-oriented and community-focused? Do you want to make a difference in your community and be part of an organization that has a direct impact on the quality of life of residents in the Comox Valley? At the Comox Valley Regional District (CVRD) we are committed to fostering a respectful, inclusive, equitable and diverse workplace which is representative of the community we serve. Our core values- **collaboration, service, accountability** and **sustainability** help guide us in everything we do. If you share our commitment and values, please consider applying with us.

In addition to the Comox Valley being an attractive geographic location to live and play, rich in rural agriculture, vibrant urban development, meandering coastline and dramatic mountains, working at the CVRD provides work/life balance through flexible work options, competitive salary and wages, employer-paid benefits package, and municipal pension plan. At the CVRD we value continual learning and growth and support employees' development through technical, professional, and leadership training.

Working with the CVRD is a plus for everyone. To learn more, visit our website at [www.comoxvalleyrd.ca/about/careers/work-cvrd](http://www.comoxvalleyrd.ca/about/careers/work-cvrd)

We are accepting applications for a full-time **Manager of Asset Management** to join our Financial Services team. This is a proactive and strategic role responsible for developing, planning, executing, and delivering asset management services and projects across the organization.

Reporting to the Chief Financial Officer (CFO), the primary responsibilities of this role include:

- Providing oversight and progressive delivery of the Corporate Asset Management Program and Strategy;
- Leading the development, implementation, and management of the Corporate Asset Management Program across the organization in alignment with asset management best practices;
- Developing asset management strategies, including key success metrics;
- Developing and maintaining asset management program governance, including policy, procedures, standards, and guidelines through the Asset Management Steering Committee;
- Initiating, managing, applying, and evaluating leading asset management practices;
- Supporting the successful implementation and operationalization of asset management initiatives;

- Enhancing organizational awareness of asset management principles and practices through education, training, and multiple internal communication channels;
- Reviewing and assessing existing asset inventories to evaluate data quality, accuracy and completeness and provide recommendations for improvement;
- Developing systems and processes for collecting, updating, maintaining, and managing asset inventories;
- Developing and implementing standards and processes to identify and collect asset attribute data throughout the asset life cycle;
- Improving decision making by incorporating verifiable data into the financial planning cycle;
- Incorporating Corporate Energy and Emissions Program direction into asset management practices and the financial planning process, including cost of carbon and life cycle costing;
- Supporting the Manager of Financial Planning and the CFO with preparation and analysis and recommendations for long-term financial planning;
- Providing guidance on the integration of asset management practices in existing and new processes to support service delivery and business case analysis.

Our ideal candidate is:

- A strategic thinker with extensive knowledge in project management;
- Experienced in the planning, development and implementation of asset management programs, policies, procedures, strategic objectives, and performance indicators;
- A strong communicator with excellent facilitation skills, including experience delivering asset management training;
- Current in risk management and risk assessment principles with strong financial acumen;
- A strong researcher with excellent organization, writing and analytical skills;
- Team-oriented with excellent interpersonal skills and the ability to establish, maintain and enhance positive working relationships with diverse partners internal and external to the organization;
- Educated at the post-secondary level with a degree specializing in sustainability, engineering, financial planning or similar and a minimum of five years' related experience managing asset management best practices, budgets, financial planning, and creating and delivering programs and policies on strategic policy matters using project management methodologies;
- An advanced user of Microsoft Office and proficient in Adobe Acrobat and SharePoint applications;
- Certification as an Asset Management Professional through Plant Engineering Asset Management Association of Canada or Project Management Professional or equivalency is preferred.
- A professional accounting or engineering designation is considered an asset.

A valid BC Class 5 driver's license is required for this role. Successful candidates will be required to consent to a Canadian Criminal Record Check.

This is an exempt position with a current annual salary range of \$96,854 to \$115,015.

To review the complete job description and to apply go to [www.comoxvalleyrd.ca/jobs](http://www.comoxvalleyrd.ca/jobs).

The closing date for this position is June 28, 2024 at 3:00 pm. Applications for available positions with the CVRD must be received prior to the indicated closing date and time. We appreciate all applications; however, only short-listed candidates will be contacted. If your application is shortlisted, you will be contacted in a timely manner to arrange an interview. Virtual or in-person interviews are available.

*The CVRD respectfully acknowledges the land on which it operates is on the unceded traditional territory of the K'ómoks First Nation, the traditional keepers of this land.*

*The CVRD is committed to providing a safe, respectful and inclusive work environment. We celebrate diversity and welcome applications from all qualified candidates.*