



Canadian Water Network
Igniting interest. Inspiring action.

Climate Mitigation Project Manager

Canadian Water Network (CWN) presents a unique and significant opportunity for a Climate Mitigation Project Manager to spearhead a three-year pan-Canadian initiative to mitigate Greenhouse Gases (GHGs) in the water servicing sector. This role offers the chance to lead and coordinate a groundbreaking mitigation project that can have a profound impact on water utilities across Canada. Join us in this pivotal role and be part of a transformative journey!

As part of CWN's team, you will have the opportunity to engage and collaborate with leaders in Canada's largest water utilities, clean technology networks, private sector companies, water associations, international water research centres (through CWN's connection with the Global Water Research Coalition), energy utilities, regulatory bodies, and academia. Together, as a collaborative force, we will bring expertise to the table and share knowledge and approaches to reducing GHGs, fostering a sense of shared responsibility and teamwork.

As the Climate Mitigation Project Manager, you will play a pivotal role in convening and facilitating various communities of practices that bring together water professionals to share knowledge and insights to reduce GHGs. Your expertise in municipal water, wastewater and stormwater management and strategic thinking will be crucial in shaping the future of water management in Canada. We are looking for a team player who has a willingness to learn with a strong background in municipal wastewater engineering and facilitation skills that support a community of practice that supports peer learning.

About Canadian Water Network

CWN is a national non-profit that supports decision-makers in addressing complex water-related challenges at the intersection of Communities, Health, and Climate. CWN convenes cross-sectoral networks of professionals to promote peer-to-peer learning, catalyze collaboration and accelerate action. Learn more about CWN on our [website](#).

About #NetZeroWater Project

For this project, CWN will engage key partners in the water sector involved in GHG mitigation. CWN will convene a National Advisory Committee (NAC) to provide input on areas to focus on and guide the formalization of the #NetZeroWater Roadmap to reduce emissions and connect with key stakeholders and groups in Canada's water, wastewater, and stormwater mitigation space. Input will be sought from leading utilities and experts.

CWN will also convene experts on a Technical Advisory Committee (TAC) who bring expertise on new and emerging technologies to assist with emissions reductions. Members of the TAC will identify, review, and recommend proven technologies and solutions and connect cleantech

providers with municipal water leaders willing to adopt or pilot technology.

The roadmap will provide the framework to support existing and new Communities of Practice with utility leaders and subject-matter experts to dive deeper into identifying applicable and pragmatic approaches for reducing emissions. The roadmap will capture these approaches for other utilities to learn from and adopt. The roadmap may include GHG accounting and inventory, process emissions monitoring, energy efficiency and demand management, embodied carbon and supply chain, innovation and emerging technologies, GHG credits and trading approaches and Net Zero strategy, policy and governance for utilities.

CWN supports the collaborative structure of the project and emphasizes peer learning and knowledge sharing. The project involves organizing in-person events, workshops, and learning tours. The project will have a website that highlights the roadmap with knowledge products and engage experts and practitioners to participate in communities of practice to mitigate GHGs in Canada's water, wastewater, and stormwater services sectors. Upon completion, the project will compile results and outcomes in a summary report and recommend 'next steps' for the industry and government to advance the water sector and achieve further GHG mitigation.

Job description

The Climate Mitigation Project Manager position will lead the coordination and implementation of the #NeteZeroWater project over three years. This includes the establishment of a National Advisory Committee, a Technical Advisory Committee, several communities of practice, and formalizing a Canadian Roadmap for municipal water services to reduce GHGs.

Responsibilities

Project Management and Implementation

- Oversee and manage project timelines and budgets, allocate project resources, establish strong internal and external lines of communication, internal and external reporting including key performance indicators, maintain appropriate documentation, incorporate and implement risk management strategies, and track the execution of contracts, agreements, and memoranda of understanding.
- Convene, facilitate and support a National Advisory Committee and Technical Advisory Committee. Capture and incorporate insights and action items from members into the ongoing support of the project and assist with coordinating technology pilots
- Design, develop, frame, and facilitate virtual and in-person meetings and workshops with municipal water servicing leaders and other experts to ensure meeting objectives are met and insights are captured. This will include hosting project-specific sessions at CWN's Blue Cities 2025 and 2026 conferences.
- Develop external-facing documents such as reports, case studies, project briefing notes, and meeting or workshop captures to mobilize knowledge.
- Support project implementation with research approaches such as developing surveys, informant interviews, structuring workshops, developing databases, synthesizing peer-reviewed or grey literature, and planning or policy documents.

- Develop, maintain and grow a wide-ranging network of water professionals, including utilities, industry, academia, government and NGOs in support of the #NetZeroWater project

Knowledge and Experience Requirements

- An Environmental Engineering degree or a Master of Science Degree in Environmental Science with a specific focus in urban water/wastewater management or related degrees with a focus on municipal water/wastewater treatment processes. A professional engineering designation is an asset.
- Knowledge of municipal water or wastewater treatment; energy optimization, energy efficiency and demand management; embodied carbon in infrastructure, supply chain carbon emissions, innovative and emerging technologies, GHG credits and trading approaches and Net Zero strategy, policy and governance for utilities
- A minimum of five years of experience in a project management role managing large multi-year, multi-stakeholder projects efficiently and effectively with tight deadlines in an environmental field. PMP certification is not required but is considered an asset.
- Demonstrated skills in knowledge mobilization, knowledge-synthesis, including the ability to discern the implications of complex and technical information and translate that to plain language for greater impact.
- Effective team leadership and participation, including the ability to appreciate and work effectively with people from a diverse range of perspectives, professional backgrounds and expertise, recognizing that this brings richness to the challenge or situation at hand. Strong facilitation skills.
- Strong verbal and written communication skills, particularly the ability to express complex technical concepts effectively to both technical and non-technical audiences.
- Flexibility of approach and the ability to adjust to rapidly evolving environments and conditions to function effectively and ensure continuity.
- Fluency in written and spoken French would be considered a strong asset.

Why Canadian Water Network

We have a collaborative culture filled with genuinely good people who want to make an impact in the water sector by mobilizing knowledge with current and emerging water leaders across Canada. Our goal is to advance, accelerate, and improve decision-making in the water, health, climate, and communities space.

This role offers a challenging but rewarding work experience, with a standard commitment of 35 hours per week. We understand the importance of balance in our lives and encourage you to prioritize yours. Our flexible work policy is designed to accommodate individual situations, offering a hybrid environment where most staff work from home and convene in person several times a month. Although our offices are based in Waterloo, Ontario, we consider candidates from anywhere in Canada in support of our pan-Canadian network. Fully remote positions are also an option. You must be a resident of and have the legal right to work in Canada.

This position requires some domestic travel.

The Climate Mitigation Project Manager is a full-time, fixed-term contract position beginning in July 2024, and ending March 31, 2027, subject to funding. The salary range for this role is **\$80,000 - \$95,000**, plus benefits and vacation. Join us in this exciting journey as we strive to make a difference in the water sector. Your contribution will be valued, and your professional growth, nurtured.

Application instructions

Please send your resume and cover letter in English, sharing your interest in this position to careers@cwn-rce.ca. We will begin interviewing qualified candidates as soon as they are identified and on a rolling basis until the position is filled. Our commitment is to support a diverse, equitable, and inclusive work environment and hire the best candidate.

To eliminate any bias in our application review process, please withhold all identifying information from your application's attachments (including your name, address, personal social media accounts, etc.). Your name and contact information should be included in the body of your email so we can contact interview candidates. The position will be posted until we have found the ideal candidate.