



About the City of Hamilton

Contribute to the City of Hamilton, one of Canada's largest cities - home to a diverse and strong economy, an active and inclusive community, a robust cultural and dining scene, hundreds of kilometres of hiking trails and natural beauty just minutes from the downtown core, and so much more. Join our diverse team of talented and ambitious staff who embody our values of sensational service, courageous change, steadfast integrity, collective ownership and being engaged empowered employees. Help us achieve our vision of being the best place to raise a child and age successfully.
#BeTheReason

JOB POSTING

JOB ID #: 18046

Director, LRT Project Office
Planning & Economic Development
LRT
71 Main Street West

NUMBER OF VACANCIES: 1 Full-Time Temporary Vacancy

UNION/NON-UNION: Non-Union Mgmt. Professional

HOURS Of WORK: 35.00 per week

GRADE: 10

SALARY/HOUR: \$72.947 - \$90.650 per hour

*Note: See appropriate Collective Agreement or the Non-Union Salary Range for details.

STATUS/LENGTH: The duration of this assignment is 3 years and may be extended for further one (1) year terms subject to project needs.

Job Description ID #: A10039

Vaccine Verification – As a condition of employment you are required to provide proof that you are fully vaccinated or provide proof of valid exemption satisfactory to the employer prior to your start date. You must acknowledge and agree to comply with any future vaccine policy requirements as an ongoing condition of employment at the City of Hamilton.

SUMMARY OF DUTIES

Reporting to the General Manager of the Planning and Economic Development Department, this position will lead the City of Hamilton's project team responsible for working collaboratively with Metrolinx to ensure the completion of the Hamilton Light Rail Transit (LRT) Project, including the finalization of delivery agreements with Metrolinx, and acting as the City's lead for all aspects of LRT Project design, procurement and construction. The Director of the LRT Project Office will have direct supervision of dedicated LRT Office staff and will also be responsible for coordinating the work of technical support staff across a number of City Divisions.

PROJECT OVERVIEW

Hamilton LRT is focused on improving access to transit and supporting the continued growth and revitalization of the city. It is the first piece of a broader rapid transit strategy for Hamilton, referred to as the BLAST Network, as well as a priority project in Metrolinx's Regional Transportation Plan.

In May 2021, a joint funding announcement was made by the provincial and federal governments committing \$3.4B to the capital cost of the project, making the Hamilton LRT one of the largest infrastructure investments in the City's history.

The LRT will connect McMaster University in the west end of Hamilton to Eastgate in the east, with new light rail vehicles running along tracks separated from regular traffic, offering frequent, safe and reliable service. It will also integrate with Hamilton Street Railway (HSR) bus service, and connect with local bike share, and GO bus and rail service.

GENERAL DUTIES

Oversees the LRT Project Office that will effectively implement the project components required to complete the project.

Ensures that City staff assigned to the LRT project (full-time or part-time) are effectively linked with the project partners including Metrolinx and Project Co.

Effectively communicates the vision of LRT in Hamilton and ensure all activities are aligned with the vision.

Supports the establishment and maintenance of long-term relationships and forms partnerships with key external stakeholders, government officials, citizen advocacy groups, and business and community associations and organizations to support the implementation of the LRT project.

Liaises with relevant City Departments and Divisions and government agencies to ensure that all applicable City standards, by-laws and policies are appropriately addressed through the LRT Project and that all relevant legislation is adhered to in all City undertakings.

Identifies emerging trends and issues that affect the Project, engages in conflict resolution, negotiation, consensus building and mediation fostering a favourable working environment with all associated with the LRT Project.

Serves as the City's primary media spokesperson, formulates responses to challenges, editorials and other correspondence in conjunction with Metrolinx.

Prepares reports and makes presentations for City Council, committees, government agencies, the media and the general public as required.

Directs and engages in the preparation of the annual operating and capital budgets for the LRT Project Office within the Planning and Economic Development Department.

Provides direction and leadership to professional and technical staff and consultants in the implementation of the LRT Project.

Ensures that employees are provided with and use the appropriate equipment, material and/or procedures required to perform the assigned duties. Ensures that all employees perform work in accordance with applicable Health and Safety legislation and all City of Hamilton corporate and departmental policies and procedures.

Ensures that appropriate action is recommended for those employees who do not work in compliance with legislation, policies and procedures.

Works in accordance with the provisions of applicable Health and Safety legislation and all City of Hamilton corporate and departmental policies and procedures related to Occupational Health and Safety.

Performs other duties as assigned which are directly related to the responsibilities of the position.

QUALIFICATIONS

1. Extensive experience in people leadership, to include experience at the senior management Level. Knowledge of all government levels and intergovernmental relationships, structures and issues.
2. Demonstrated experience and knowledge in capital project management and implementation, including no fewer than 5 years managing large, complex, multi-year transportation projects, preferably for Light Rail Transit (LRT).
3. Demonstrated experience and knowledge in procurement, tendering and financial accountability with respect to major capital projects.
4. Extensive engineering experience related to the preliminary and detailed design for Rapid Transit and/or municipal road projects; LRT experience is not essential but considered an asset.
5. Candidate must be licenced as a Professional Engineer with the Professional Engineers of Ontario or demonstrate equivalent qualifications. Project Management Professional

(PMP) certification and knowledge of Alternative Finance Procurement (AFP) is an asset.

6. Knowledge of the Transit Project Assessment Process (TPAP), Municipal Environmental Assessment Act and familiarity with various other municipal, provincial and federal acts, policies and guidelines as they pertain to transit and road-related projects.
7. Knowledge of principles related to sustainable transportation and transit, land use and urban design, and equity, diversity and inclusion is required.
8. An equivalent combination of education and work-related experience at a senior level in project management dealing with large and high-profile projects.
9. Highly effective and strategic leadership capabilities and the ability to articulate a vision and to lead and inspire others. Superior organizational, facilitation, consultative, presentation and problem-solving skills.
10. Demonstrated success in collaborating with large institutions and the community to implement projects.
11. Exceptional oral and written communication skills, with experience in media communications and the ability to foster agreeable media relations.
12. Excellent interpersonal skills, tact and diplomacy, and the ability to interact with a broad sector of people to lead a complex collaborative project.
13. Demonstrated ability to inspire trust and confidence with a high level of personal integrity and sound judgment.
14. Knowledge of all government levels and intergovernmental relationships, structures and issues, as well as knowledge of the needs and interests of stakeholders, governments and the community.
15. Demonstrated knowledge of the Health and Safety Act and applicable regulations as it relates to the position.

Disclaimer:

Be advised that Human Resources frequently audits resumes of internal/external applicants to ensure/validate information provided is consistent and trustworthy. Falsification of information provided at any time throughout the recruitment process may be grounds for disqualification, and for internal applicants, subject to discipline up to and including termination.

Terms:

The City is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. Consistent with our Values and Corporate Culture Pillars, the City of Hamilton is committed to providing equitable treatment to all with respect to barrier-free employment and accommodation without discrimination. The City will provide accommodation for applicants in all aspects of the hiring process, up to the point of undue hardship. If you have

an accommodation need, please contact Human Resources as soon as possible to make appropriate arrangements.

We invite you to visit the departmental webpage to obtain further information on the culture and business of this department.

The incumbent shall comply with all Health and Safety Policies and Practices for this position and the workplace.

It is the responsibility of the applicants to ensure that their application reaches Human Resources by the closing date or they may not be considered. It is also the responsibility of applicants to supply qualifications, licences and related experience relevant to the qualifications outlined above for this competition as directed. On the basis of the criteria set out above, this posting is open to all applicants

The statements made by me are true, complete and correct to the best of my knowledge. I understand that any falsification of statements, misrepresentations, deliberate omission or concealment of information may be considered just cause for discipline, up to and including termination for internal applicants and disqualification for external applicants.