

TERMS OF REFERENCE

Water Chief

Overview

This is a new position that would ensure that public health and safety is always protected, enhance team cohesiveness, and provide administrative support to the Water Trustee and water team members.

The Water Chief will be the primarily liaison for internal and external contacts. Working with water team members, the Water Chief will provide advice to the Trustees on water quality issues, emergency response, budgeting, and financial projects.

Qualifications

The Water Chief will hold the EOCP certification as a Small Water Systems Operator or obtain the certification within one year of appointment.

Water Chief personal qualities

The Water Chief shall demonstrate a high standard of conduct, be respectful, consistent, fair and demonstrate a good work ethic.

The Water Chief will possess good interpersonal and communication skills, develop trust, and empower members of the volunteer water team. The primary competencies will be:

- Accountability
- Collaboration
- Communication
- Engaging
- Initiative

Specific Duties

The Water Chief will ensure that the Piers Island Water System complies with the requirements set out in the BC Drinking Water Protection Act, BC Drinking Water Regulations, and requirements under the Guidelines for Canadian Drinking Water Quality.

The Water Chief will recruit volunteer team members and develop a succession plan for team members interested in the Water Chief position. Will also schedule water

team meetings and ensure the Water Team Task binders and Operations Playbook are kept up to date.

In addition, the Water Chief will ensure team members receive the required training and development to complete assigned water tasks, and when required obtain a water operators certification.

Working closely with the water team, the Water Chief will develop an operational work plan to identify priorities related to maintenance, repair, and replacement of the water system assets.

Compensation: This is a volunteer position, with an honorarium of \$400.00 to be paid monthly, with no contractual arrangement specified or implied.

Termination: The person providing this support is free to resign from the position and/or may be given notice by the PIID with a 30-day notice.

Term: This volunteer agreement automatically expires at the end of each calendar year and must be renewed through mutual consent. This agreement begins January 1, 2023 and ends December 31, 2023.

This position will have an annual performance review.