

# Job Title: Flood Management and Adaptation Lead (Program Admin Officer 4)

[Click here to apply as a current NS Government Employee](#)

**Competition # :** 42782

**Department:** Environment and Climate Change

**Location:** HALIFAX

**Type of Employment:** Permanent

**Union Status:** NSGEU - NSPG

**Closing Date:** 22-May-24 (Applications are accepted until 11:59 PM Atlantic Time)

## About Us

Nova Scotia Environment and Climate Change's role is to protect the environment and human health through regulatory excellence, conservation, partnership, and promotion. To achieve this, we strive to develop legislation, regulations and policies, process notifications, applications, and approvals for regulated activities based on sound scientific knowledge and expertise.

For more information, please visit <https://novascotia.ca/nse>

## About Our Opportunity

The province is a leader in climate change adaptation. We are supporting departments, communities, and business sectors to understand, plan for, and adapt to the impacts of the changing climate. This position is an opportunity to be part of a dynamic and diverse team at the forefront of the developing field of climate change adaptation focused on improving the well-being of communities and the environment.

We are looking for the right person to build on existing efforts and work in close partnership with other departments and external partners to reduce the impacts of inland and coastal flooding in Nova Scotia by:

- Improving data and shared understanding of flood hazards and risks faced by Nova Scotians;
- Improving coordination and access to data and information to support action; and
- Strengthening responses to inland and coastal flooding, including environmentally sustainable and equitable approaches.

## Primary Accountabilities

As the Flood Management and Adaptation Lead, you will be responsible for:

- Helping to identify data and knowledge gaps.
- Coordinating, collaborating, and leveraging efforts with internal and external partners.
- Identifying and recommending opportunities to address flooding that meet existing government priorities and build on existing efforts.
- Supporting or leading key actions to reduce flood risks, adapt to the changing climate, and improve climate resilience, e.g. climate and coastal plan actions
- Managing and analyzing flood related spatial data to increase our understanding of flood risk
- Leading the development of flood hazard / impact / risk assessments that consider equity.

- Providing technical expertise to government and partners on flood hazard / impact / and risk.
- Communicating technical information in accessible ways to diverse audiences.
- Representing the Province in external flood-related working groups and/or associations.
- All aspects of project management, including administration, budgets, partnerships, evaluation, and reporting.
- Perform other related duties, as assigned.

## Qualifications and Experience

You have a bachelor's degree in a relevant discipline (e.g., water resources engineering, urban/rural planning) looking to take on a high profile and impactful area of work.

To ensure you are successful in this role, we are looking for someone with at least 6 years of experience related to inland and coastal flooding and climate adaptation. An equivalent combination of education and experience may be acceptable.

You have:

- Demonstrated experience in how to use and combine data, technical expertise, and other evidence to understand problems and identify potential policy, programmatic, and collaborative solutions.
- Expert knowledge of coastal and inland flood mechanisms and risks.
- Demonstrated understanding of the range of nature-based, infrastructure, and policy solutions to address flooding that can work at provincial and local scales.
- Experience in conducting or significantly contributing to the assessment of coastal and inland flood hazards / risks in relation to social, built, and natural climate vulnerabilities.
- Training and/or demonstrated experience in managing spatial datasets and using spatial analysis software, such as ArcGIS suite.
- Attention to detail, excellence in listening and facilitation, project management, and ability to synthesize technical information and communicate to diverse audiences.
- Ability to build relationships and experience working with diverse partners on shared challenges and consider equity.

We may assess the above qualifications using one or more of the following tools: written examination, standardized tests, oral presentations, interview(s) and reference checks.

Professional designations in a relevant discipline (e.g., professional planner or engineer) will be considered assets, but are not required.

## Equivalency

An equivalent combination of training, education and experience will be considered. Equivalency could include a Master's degree in a relevant discipline and 4 years of experience.

Applicants relying on education and experience equivalencies must clearly demonstrate such equivalencies in their application.

## Benefits

Based on the employment status and union agreement, the Government of Nova Scotia offers its employees a wide range of benefits such as a Defined Benefit Pension Plan, Health, Dental, Life Insurance, General illness, Short and Long Term Disability, Vacation and Employee and Family Assistance

Programs. For information on all our Benefit program offerings, click here: [Benefits for government employees](#).

## Working Conditions

This role is primarily in an office work environment. This position offers greater work-life balance with benefits such as:

- flexible work schedules, (normal work week is 35 hours/week, 7 hours/day).
- a modified work week plan is available, which would result in a long weekend every 3 weeks (7.5 hours/day over three-week period).
- minimal work travel within the Province, so you can be home each night.

## What We Offer

- Career Development where you have access to career guidance, tools, resources, and ongoing training for every stage of your career.
- Engaging workplace. Our Employees feel valued, respected, connected, and tuned in. We have forward-thinking policies and strategies.
- Countless career paths.
- Department-specific flexible working schedules.

**Pay Grade:** PR 17

**Salary Range:** \$3,107.16 - \$3,649.33 Bi-Weekly

## Employment Equity Statement:

Our goal is to be a diverse workforce that is representative, at all job levels, of the citizens we serve. The Government of Nova Scotia has an Employment Equity Policy, and we welcome applications from Indigenous People, African Nova Scotians and Other Racially Visible Persons, Persons with Disabilities and Women in occupations or positions where they are under-represented. If you are a member of one of these equity groups, you are encouraged to self-identify on your electronic application.

This is a bargaining unit position initially restricted to current civil service employees represented by the Nova Scotia Government Employees Union (NSGEU). If applying from outside a government office, employees must apply correctly via this link:

[Click here to apply as a current NS Government Employee](#)

Failure to apply correctly means that your application will not be given first consideration as a bargaining unit applicant, and will only be included if external applications are pursued.

External applicants and current casual employees will only be considered if there are no qualified civil service bargaining unit candidates. PLEASE NOTE: Candidates will not be considered for an interview if applications are incomplete or are missing information.

Offer of employment is conditional upon the completion of all applicable background checks and confirmation of credentials, the results of which must be satisfactory to the employer. We thank all applicants for the interest, however, only those selected for an interview will be contacted. All questions and concerns may be directed to [Competitions@novascotia.ca](mailto:Competitions@novascotia.ca).

