



**Saugeen, Grey Sauble, Northern Bruce Peninsula  
Source Protection Region**

**Job Description**

**Source Protection Committee  
Chair**

This job description has been prepared in anticipation of the proclamation of Bill 43, the Clean Water Act 2006, and the making of regulations providing for the establishment of Source Protection Committees, should the Act and anticipated regulations come into force. As such, this job description is subject to change.

**Appointment**

The Source Protection Committee Chair will be appointed by the Minister of the Environment. The Lead Source Protection Authority will make recommendations for Chair to the Minister for consideration. These recommendations will be made following the completion of a collaborative process with the other Source Protection Authorities within the Region.

**Qualifications**

- Expressed willingness to remain neutral
- Demonstrated ability to understand source protection science, concepts, and technical reports.
- Demonstrated involvement in and/or knowledge of past water quality/quantity management activities.
- Advanced negotiating, mediation and facilitation or consensus-building skills.
- Proven leadership skills, team building skills, and motivation skills.
- Familiarity with the rules of operation for committee processes.
- Understanding of municipal and conservation authority functions and processes.
- Solid problem solving , analytical, oral and written communication, and organization skills
- Knowledge of the local watersheds, communities and issues.
- Political insight.

### **Roles and Responsibilities**

The Chair would generally be a positive guide to the operations of the SPC while the committee prepares Terms of Reference, Assessment Reports, and Source Protection Plans:

#### **Specific Duties:**

- At the request of the Lead Source Protection Authority, and if the appointment schedule allows, assist in the determination of the composition of the Source Protection Committee and the formation of the Committee.
- Chair Source Protection Committee meetings.
- Guide the committee in making consensus-based decisions where possible.
- Act as a neutral committee member voting only to break ties.
- Guide the committee in establishing and following Rules of Procedure, Code of Conduct, and Conflict of Interest policy.
- Prepare Quarterly Status reports concerning the work of the committee to the Source Protection Authority.
- Be a spokesperson for the Source Protection Committee.
- Represent the SPC by attending public information sessions and participating in public consultations.
- Work collaboratively with municipalities, stakeholder groups and other organizations involved in the Source Protection Program.
- Liaise with Source Protection Authority Directors, Conservation Authority General Managers, Source Protection Project Manager, and Ministry officials.

#### **Time Commitment:**

It would be desirable for the appointment of Chair to be from 3 to 5 years in duration. Based on current information concerning the roles and responsibilities of the position, it is anticipated that the time commitment for the position of SPC Chair will be approximately 8 to 10 days per month.

#### **Travel**

The Chair would be required to travel extensively throughout the Watershed Region. Occasional trips to Toronto and other regions of the Province may be required.

#### **Start Date**

Summer/Early Fall, 2007

#### **Remuneration**

To be determined.