



SQUAMISH

HARDWIRED *for* ADVENTURE

The District of Squamish is located in the unceded traditional territory of the Skwxwú7mesh Úxwumixw (Squamish Nation). We offer gratitude to the Skwxwú7mesh People who have lived on these lands since time immemorial.

External Job Posting

Position:	Director of Facilities and Sustainability
Status:	Permanent Full-Time
Work Area:	Facilities and Sustainability
Posting Date:	June 22, 2026
Closing Date:	Open until filled

GENERAL SUMMARY

Reporting to the General Manager of Community Services & Infrastructure, the Director of Facilities & Sustainability oversees the planning, development, redevelopment and construction of civic facility projects in line with the District's Real Estate and Facilities Master Plan. It ensures the successful operations, maintenance, and repair of all District civic facilities, and is responsible for the District's overall facility-related asset management program. Additionally, this role provides strategic oversight for the District's Sustainability team, leading environmental stewardship, waste management, and community focused climate action initiatives.

MAIN DUTIES AND RESPONSIBILITIES

- Contribute to the success of our team and creation of our thriving community, by fostering the District of Squamish corporate values: Respect, Integrity, Connection and Progress.
- Lead the implementation of the long-term strategic civic facility plan for the District, taking into consideration the needs and priorities of the community and ensuring that the plan is aligned with the overall goals and objectives of the municipality.
- Provide strategic leadership and oversight for the planning, design, renovation, and redevelopment of civic facilities, including guiding the construction, commissioning, and operational planning of new and renovated facilities.
- Provide leadership in general maintenance, operations, property management, custodial services, and the planning, design, and ongoing preventative maintenance of existing buildings.
- Ensure that large and complex civic facility projects are developed with the best interests of present and future residents and balance social, economic, and environmental priorities.
- Work closely with other departments and stakeholders to ensure that facility projects are properly funded, approved, and managed.
- Apply a continuous improvement mindset to develop standardized and streamlined tools and templates related to schedule planning, management, and reporting.
- Lead the annual facilities budget preparation in the ten year Financial Plan, including identifying the need for new budgets and revising existing budgets, to meet District infrastructure priorities.
- Ensure the implementation, monitoring, and continuous updating of the Community Climate Action Plan (CCAP) to meet the District's long-term environmental and carbon-reduction targets.
- Provide strategic direction for the District's solid waste management initiatives, ensuring regulatory compliance, operational efficiency, and the advancement of local circular economy goals.
- Ensure the delivery of public-facing sustainability programs, community outreach initiatives, and environmental events aimed at fostering public education and civic participation in local climate solutions.
- Lead the District's participation in local, provincial, national, and international sustainability initiatives as it relates to facilities alongside the District's sustainability team.
- Ensure appropriate public consultation and stakeholder engagement using the IAP2 model is completed and represent the District in open houses, workshops and other resident participation projects.
- Manage the preparation and presentation of administrative reports, policy recommendations, records and correspondence to Council, committees, and the public.
- Assume a leadership role in the development and delivery of department goals and objectives to support the District's vision and strategic plan.
- Direct and supervise the activities of direct reports, establish work priorities; set goals and objectives, ensuring quality and service standards are met.



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- Oversee and provide professional guidance for a multi-disciplinary team, including staff development and performance management.
- Direct the preparation of grant applications and the subsequent use and implementation of the funds resulting from successful applications.
- Develop, promote, and maintain co-operative and effective working relationships with other District staff, community groups, external government agencies, contractors, and the general public.

KEY COMPETENCIES

- Developing Others – Provide in-depth coaching
- Holding People Accountable – Holding people accountable for performance
- Managing Risk – Champions the organization's risk culture in relation to risk
- Relationship and Network Building – Proactively establishing planned networks to address specific issues
- Strategic Thinking – Influencing strategic direction
- Sustainability – Implementing sustainability strategies and practices.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Thorough knowledge and experience in applying the concepts, practices, and techniques in the areas of building design and construction, maintenance management, property and facilities management, and risk management.
- Thorough knowledge of the functions, methods, rules, procedures, bylaws, regulations and policies pertaining to Municipal Government, such as Local Government Act, Procurement and WorkSafeBC regulations.
- Thorough knowledge of various project delivery methods including Design-Bid-Build, Design-Build, Integrated Project Delivery, Construction Management at Risk, as well as the CCDC suite of contracts.
- Thorough understanding of the importance of respecting the regional traditions and indigenous regulations towards a project.
- Strong project management skills, with the ability to lead large, complex projects from conception to completion.
- Strong analytical and problem-solving skills with the ability to make sound and timely decisions.
- Excellent communication and interpersonal skills, with the ability to effectively engage with a diverse range of stakeholders and partners.
- Strong financial acumen, with the ability to effectively manage budgets and resources.
- Ability to think strategically, develop and implement long-term plans, and make data-driven decisions.
- Ability to adapt to various situations that require openness, tactfulness and sensitivity.
- Ability to lead, motivate and direct teams of professionals, unionized staff, consultants and contractors.
- Ability to foster a culture of continuous learning and improvement to increase the efficiency and effectiveness of the team.

REQUIRED TRAINING, EDUCATION AND EXPERIENCE

- Bachelor's degree and/or advanced certification in Engineering, Facilities Management, Building or a capital project management-related field.
- Project Management Certification or equivalent.
- Minimum of 8 years of progressive responsibility working in facility planning, development and construction projects, including 5 years of leadership/management experience in a related environment. Experience managing in a unionized environment is an asset.

OR

- An equivalent combination of education, training and experience.

Disclaimer: The above statements are intended to describe the general nature and level of work being performed by people assigned to this position. This is a general list of responsibilities, duties and skills required of personnel so classified. Other related duties may be assigned in keeping with the general nature of the position.

Hours of Work: 70 hours bi-weekly, Monday to Friday. Current shifts (subject to change) range between the hours of 8:00am to 5:00pm, fortnight schedule.



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Salary: Salary range: \$147,139.93 - \$161,692.23, as well as a comprehensive benefits package.

This is an exempt position and is excluded from Union membership.

[Click here to apply](#). If you encounter any issues with the form, please submit your resume and qualifications by email to jobs@squamish.ca (**Quoting Competition #**) **To: #26-59** or submit your paper application to:

Human Resources

District of Squamish

37955 Second Avenue, P.O. Box 310, Squamish, B.C., V8B 0A3

As an equitable and inclusive employer, we value diversity of people to best represent the community we serve and provide excellent services to our citizens. We strive to attract and retain passionate and talented individuals of all backgrounds, demographics, and life experiences. If you require any adjustments to enable participation at any stage of the recruitment process, please contact in confidence jobs@squamish.ca and include Accessibility in the subject line. We thank all applicants for applying.