

The Trans Canada Trail (TCT) / Sentier Transcanadien (STC) when fully connected, will be the world's longest and grandest recreational trail. It is currently used by millions of Canadians and international visitors to experience our country's legendary wilderness, cycle historic rail trails, explore provincial and territorial capitals, canoe the routes of early explorers, visit national and provincial parks and historic sites, commute to and from work, and enjoy the benefits of safe, healthy, active living. By Canada's 150th anniversary of Confederation in 2017, the Trail will stretch over 24,000 kilometres from coast to coast to coast, linking millions of Canadians and celebrating our natural and cultural heritage. Today 90% of the Trail is developed.

NATIONAL DIRECTOR OF TRAIL

The National Director of Trail (NDT) reports to the Vice-President, Chief Operating Officer, and is responsible for the ongoing maintenance, enhancement and development of The Great Trail, and for ensuring a positive user experience on the Trail through comprehensive signage and support of TCT's *Greenways: Vision and Core Principles*.

This position is located in Montreal or from a home based office. National travel is required.

SUMMARY OF PRINCIPAL RESPONSIBILITIES

Trail Enhancement & Development

- Oversee Trail capital projects from planning through construction and opening events, including the implementation of appropriate signage;
- Critically review engineering feasibility studies including cost estimates for Trail capital projects;
- Ensure Trail capital projects are defined with specific deliverables and timelines;
- Ensure Trail capital projects adhere to a standard that will minimize the cost of ongoing maintenance;
- Provide recommendations for funding of Trail capital projects;
- Ensure Trail capital projects are completed on time and within budget;
- Visit Trail capital projects on a regular basis to evaluate progress and help overcome issues.

Trail Maintenance & Repair

- Assist local trail groups and provincial and territorial partners in the development of maintenance programs for their sections of the Trail;
- Investigate requests for funds for major repairs; provide recommendations on funding.

Trail Signage

- Ensure The Great Trail brand is promoted through signage including way-finding, trailheads and pavilions;
- Ensure TCT's liability for accidents on the Trail is minimized through appropriate signage;
- Ensure users can navigate the Trail with real and/or virtual signage.

Risk Management

- Work with local trail groups, municipalities and provincial and territorial partners to eliminate off-highway vehicle (OHV) encroachment on Greenways; develop and implement plan for sections of Trail where OHV encroachment is heavy;
- Ensure appropriate insurance is in place for all sections of the Trail;
- Monitor and provide information on issues that may affect user safety on the Trail.

Trail Planning and Policies

- Lead the development and maintenance of clear national Trail Policies, Procedures & Guidelines;
- Participate in the development of TCT's strategic plan;
- Develop an annual work plan for the Trail unit to ensure achievement TCT's goals and objectives, complete with action plan and key performance indicators
- Oversee development of operating and capital budgets for Trail including signage.

Partner & Stakeholder Relations

- Establish and maintain strong, positive relationships with provincial and territorial partners;
- Plan and participate in regular partner meetings;
- Assist in the development of strategic government relations;
- Act as a spokesperson for TCT on trail issues;
- Improve collaboration and communications between national trail organizations (Parks Canada, IMBA, Hike Canada, Paddle Canada, NTC, CTF)

Staff & Leadership

- Provide leadership, strategic direction and guidance to the organization on trail-related matters, including leading and supervising Trail and Signage Managers;
- Communicate trail issues to senior management and the Board of Directors;
- Organize regular meetings of the Trail Projects Committee, to bring to the attention of and discuss trail issues with members of the Board of Directors.

QUALIFICATIONS

- Degree in civil engineering (preferred);
- Experience in delivering capital projects;
- Ten years progressively responsible management experience;
- Strong knowledge of and experience in project management including the ability to generate, coordinate, implement and manage multiple projects;
- Demonstrated experience in negotiations;
- Experience working with different levels of government;
- Experience in managing consultants and contracts;
- Ability to establish and maintain effective, collaborative relationships with various stakeholders;
- Excellent communication skills in both English and French, including strong written, verbal and listening skills combined with effective and proven meeting facilitation and presentation skills;
- Flexibility and availability in terms of work hours, and available to travel as required;
- Valid drivers' license.

Bilingualism (written and verbal) is required

All applicants are thanked for their interest in the Trans Canada Trail. Only those candidates selected for an interview will be contacted.

Please forward your résumé in confidence by April 28th

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