

Municipal Affairs Expert

Municipal World

Municipal World is on the hunt for a Municipal Affairs Expert to serve as its next Editor & Publisher

With a solid background and expertise in local government matters, this individual will be the face of the organization. The role requires passion, knowledge, and experience in local government, and a well-established municipal network. An understanding of current municipal issues is critical, as is the ability to highlight those issues to our readership in a manner that reflects the integrity, principles and values that our company and publication has maintained since 1891.

The Editor & Publisher will work to support the continued development of our positive company culture and practices that foster a healthy organization, stakeholder participation, employee engagement, staff development, teamwork, accountability, and initiative. This person will support the COO in creating priorities, structures, policies, agreements, and metrics that keep our company mission-aligned, financially healthy and true to its values.

The Editor & Publisher will lead and support in advancing the quality of Municipal World's products; bring high value-added in editing, design, production, marketing, sales, and administration of publications. The Editor & Publisher will also support the development and growth of partnerships; and will foster positive relations among staff, stakeholders, and contributors, embodying collaboration, respect, openness, transparency, and integrity.

Core Requirements

- Degree in public administration or a related field
- A minimum of 10 years related experience, including experience in a municipal setting
- Familiarity with municipal legislation, as well as processes such as municipal elections
- Strong experience developing/deploying business plans and marketing strategies
- Experience with grant/funding applications
- Experience with membership-based products and platforms

Required Competencies

- Strong knowledge and acumen in municipal government, including trending issues, political landscapes, understanding of governance, etc. on a national municipal scale.
- High level of political acuity; the need to report or reflect on political issues, without being divisive
- Excellent writing skills and comfortable/skilled in offering expert commentary on important municipal issues
- Commitment to deadlines and working collaboratively to lead a diverse team in ensuring such deadlines are consistently met
- Strong network of influence in local government and sectors/organizations allied to the field, including strong, positive social media presence

Expected Competencies

- High degree of integrity and confidentiality
- The ability to lead a dedicated municipally focused content team
- Passion for local government and the commitment to grow your knowledge and network
- Incredibly personable; this person will be expected to attend trades shows, participate in podcasts, interviews and conference

The ability to travel regularly within North America (Must have valid passport and ability to travel)

PLEASE SEND ALL RESUMES AND ANSWERS TO THE QUESTIONS, BELOW, TO:
darcy@hrprimed.ca

Appropriate accommodations will be provided upon request throughout the hiring process as required under the Municipal World AODA Employment Standard policy and the *Accessibility for Ontarians with Disabilities Act* (AODA). Should you require an accommodation please contact darcy@hrprimed.ca.

Please answer the following questions and submit along with your CV.

Applicant Qualifications

- How many years of municipal experience do you have?
- What is your educational background relative to local government?
- What level of familiarity do you have with municipal legislation (such as statutes and by-laws)?
- What experience do you have with municipal processes such as municipal elections, procedures, engagement, etc.?
- What municipal associations are you (or have you been) a member of?
- What percentage of the time are you willing to travel for work?