

Known as the Gateway to Muskoka, Gravenhurst offers a prime geographical location, solid infrastructure, natural beauty and work-life balance. Gravenhurst is the permanent home of approximately 13,000 residents and grows to 27,000 seasonally between May and October. Gravenhurst also sees tens of thousands of additional visitors each year, from all around the world.

Gravenhurst honours the historic vision of the past but continues to grow into the future. The community is vibrant in arts, culture and heritage while incorporating modern lifestyle and conveniences with something for everyone.

Our vision is to be clean, green and sustainable. Our mission is to preserve and enhance the quality of life and meet the needs of residents, businesses and visitors through exceptional service delivery. Our strategic goals focus on economic opportunity, sustainability, partnership, cultural capital and excellence in municipal services.

Define the Future

As the ideal candidate and our new CAO, you are an inspiring, community focused leader with a track record of business leadership and acumen in progressive environments while achieving goals. In addition, you are known for your exceptional communications skills, your collaborative nature and commitment to building highly effective staff teams, while ensuring service excellence, fiscal accountability and responsible growth.

Working closely with the Mayor, Council, Senior Management, staff and a variety of partners you will add energy, ideas and direction as we continue to improve our community. You will be instrumental in leading the implementation of our strategic goals while ensuring the effective and efficient delivery of programs and services to the community through a highly engaged team. Your strong sense of fiscal accountability will enhance our organization by ensuring that our municipality is responsible, sustainable and our combined operating and capital budget of over \$30 million is well managed.

The Town of Gravenhurst offers a competitive salary and comprehensive benefits package. Join and lead a dedicated team which strives to make Gravenhurst the best place to live, work and play.

KEY QUALIFICATIONS

- **Management:** Significant experience (10 to 15 years) progressively responsible senior management positions in a similar complex, multi-stakeholder environment municipal or business environment.
- **Strategic and Tactical Orientation:** A track record as a strategic and innovative thinker in a political and service oriented environment. Ability to translate vision into objectives and successful outcomes in a fiscally accountable fashion while fostering a positive and innovative workplace.
- **People Leadership:** Experience and ability to provide exceptional leadership to staff, to be proactive and build enthusiastic, high performing staff teams; knowledge of and labour legislation.
- **Stakeholder Engagement:** Ability to work with staff at all levels across the organization, and with Council, business, community groups, neighboring municipalities, District of Muskoka and the province.
- **Resource Management:** Experience and ability to prudently manage municipal resources in a fiscally accountable fashion.
- **Service Excellence:** Ability to demonstrate customer service excellence across the organization through effective delivery of innovative services to our community in time-sensitive and changing environments.
- **Planning and Growth:** Experience in community planning, development and growth in an environmentally friendly and sustainable manner.
- **Legislation and Processes:** Thorough working knowledge of Municipal-Employer related legislation and contemporary issues facing municipal and government organizations.
- **Communications:** Excellent ability to communicate effectively, address concerns and requests with diplomacy in situations of importance to the municipality; exceptional listening, written, verbal and presentation skills.
- **Education:** A post secondary degree in public administration, business administration, management, finance or other related discipline.
- **Community Focus:** A desire and commitment to be an active participant and leader in our community.

To explore this opportunity please apply via email by **April 12, 2021** to careers@waterhousesearch.ca quoting project **GR-CAO**. Should you wish to speak to our Executive Recruiter or to receive a detailed position description please contact Amy Oliveira at 416-214-9299 x4, amyoliveira@waterhousesearch.com or Jon Stungevicius at 416-214-9299 x1, jon@waterhousesearch.com.