

Professional Opportunity – CAO



The Township of Lake of Bays is seeking a new Chief Administrative Officer. Located in northeastern Muskoka, beside world-renowned Algonquin Park. The Township has a permanent population of almost 3500 and a seasonal population of close to 12,000. The Township is known for its natural beauty, charming hamlets and recreational opportunities.

A vibrant four-season community where residents and visitors enjoy a desirable quality of life, Lake of Bays boasts beautiful natural environment along with economic opportunities supported by exceptional facilities and services.

The Township of Lake of Bays offers an attractive environment for a CAO who wants to join a staff and council who are committed to conducting municipal business in an open and transparent manner – with an emphasis on providing excellent customer service to its residents. The Chief Administrative Officer oversees a total of approximately 31 FTE municipal staff and a township budget of \$5.8 million.

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be equivalent to a Bachelor's degree and 5 years of increasingly responsible experience in municipal management including a minimum of 4 years of management, administrative, and supervisory responsibility. Prior CAO experience and a Master's degree are desirable.

The successful candidate will receive a highly competitive salary that will be commensurate with their experience coupled with a comprehensive benefits package.

If you would like to pursue this challenging opportunity, please forward your cover letter, resume, plus, three (3) professional references and your salary expectations to:

Township of Lake of Bays Search

20 Lakeshore Rd W. Suite 100, Oro Medonte, ON L0L 2E0

Email: bruce@ravenhillgroup.com

Attention: D. Bruce Malcolm Managing Partner

Ravenhill Group a division of *Ravenhill Smith Search Inc*

Confidential inquiries are to be directed to Mr. Bruce Malcolm at bruce@ravenhillgroup.com or

Toll free 1-888-447-5910 Ext 727 or please visit: www.ravenhillgroup.com.

Closing July 16th 2021