

## **Manager, Local Government and Housing**

Are you interested in leading a team of professionals in a workplace that values performance excellence, stakeholder relationships and collaboration? Do you have a passion for delivering policies and programs that make positive impacts on communities? If so, then don't miss the opportunity to apply for this rewarding and challenging leadership role with the Ministry of Municipal Affairs and Housing, where you will oversee the delivery of municipal advisory services and housing programs to meet the needs of northwestern Ontario municipalities.

### **About us:**

The Municipal Services Offices (MSOs) provide ongoing operational guidance to municipal clients with the aim of building strong communities and developing accountable local governments. MSOs respond to, and anticipate, municipal issues and trends of provincial interest, communicate key government priorities to municipal stakeholders, and assist municipalities in accessing government programs and capitalizing on best practices in municipal finance, administration and housing.

### **What a career in the OPS can offer you**

We care about the wellbeing of our people, that is why the Ontario Public Service (OPS) is committed to being an employer of first choice, creating a positive and collaborative work environment. In addition to flexible work arrangements, a collegial and professional work culture, career growth and development, and on-the-job training to help you succeed, we offer a competitive total compensation package, which includes an attractive salary and may include the following:

- A defined benefit pension plan
- Maternity and parental leave top-up benefits, which include adoptive parents
- Comprehensive Health and Dental Plans
- Life and Disability insurance
- 24/7 access to an Employee Assistance Program
- Online and in-person workshops
- Opportunities for advancement
- Flexible workplace arrangements
- Ergonomic assessments and accommodations based on need

### **What can I expect to do in this role?**

You will:

- lead and develop a high-performing team of professional staff to coordinate and deliver municipal advisory services and housing programs
- build relationships and linkages across the Ontario Public Service (OPS) and with external municipal stakeholders to develop integrated programs and build municipal capacity in governance, financial and democratic systems
- provide policy advice and contribute to the development and refinement of provincial policies and programs
- develop solid trusted relationships to liaise with municipalities and other local stakeholders regarding provincial initiatives and programs, and support Ministers in their local interactions with stakeholders
- provide leadership and make significant contributions to strategic business and work plans for the unit.

### **Leadership in the OPS**

The Ontario Public Service (OPS) Leadership Behaviours define what it means to be a leader through the following expected behaviours and attributes:

- You are committed to the responsibilities of being a leader by demonstrating authenticity, accountability and courage.
- You are innovative by embracing positive disruption, maintaining a future mindset and leading with a common purpose.
- You are collaborative by driving people-centred outcomes, being inclusive and helping staff and colleagues grow, every day.

**Location:** Thunder Bay

**How do I qualify?**

---

## Leadership

- You are an inclusive leader who leads by example, promotes a positive team environment and fosters a culture of excellence, diversity, inclusion and equity.
- You have the leadership skills to inspire staff to reach their full potential through on-going coaching and mentoring, and can foster collaboration across functional, regional, and organizational boundaries.
- You can lead multi-year strategic business and program plans, including the deployment of resources (human and financial) to deliver on ministry program commitments.

## Technical Knowledge and Skills

- You have knowledge of public administration principles, leading practices and techniques specific to municipal governance and operations, including those related to financial, administrative and housing systems.
- You have proven ability to interpret and apply legislation, including the Municipal Act, Municipal Elections Act, Municipal Conflict of Interest Act, Housing Services Act, Municipal Freedom of Information and Protection of Privacy Act, and associated Regulations.
- You have an understanding of provincial and municipal relations, municipal structures and governance, grants administration and performance measurement.
- You excel at building productive relationships with partners and stakeholders to achieve mutually beneficial results.

## Communication, Stakeholder Management, and Issues Management Skills

- You can communicate with clarity and enthusiasm to connect and build consensus with senior-level stakeholders, executives and municipalities.
- You have political acuity and proven work experience to demonstrate your ability to manage issues, proactively resolve problems and mediate disputes, including providing expert testimony before tribunals.
- You have strong presentation and consultation skills to engage internal and external stakeholders, ensuring views and opinions are respected.
- You possess a high level of emotional intelligence and interpersonal skills to successfully lead collaborative productive teams and municipal partnerships.

## OPS commitment to diversity, inclusion, accessibility, and anti-racism

The OPS is an innovative, responsive, and accountable public service that works hard to be diverse, anti-racist, inclusive, accessible, merit-based, respectful, and equitable. Diversifying leadership teams is a top OPS priority, with the goal to achieve parity with the Ontario labour force by 2025 for the most underrepresented groups (Indigenous, racialized and persons with disabilities) in leadership positions.

To advance this goal, the OPS is collecting socio-demographic information that will help to address potential barriers and achieve equity in hiring. You are requested to complete the voluntary survey and contribute to building a more diverse, anti-racist, inclusive, and accessible OPS.

The OPS invites all interested individuals to apply and encourages applications from Indigenous and racialized individuals, and persons with disabilities.

Visit the [OPS Anti-Racism Policy](https://www.ontario.ca/page/ontario-public-service-anti-racism-policy) < <https://www.ontario.ca/page/ontario-public-service-anti-racism-policy> > and the [OPS Diversity and Inclusion Blueprint](https://www.ontario.ca/page/ops-inclusion-diversity-blueprint) < <https://www.ontario.ca/page/ops-inclusion-diversity-blueprint> > pages to learn more about the OPS commitment to advance racial equity, accessibility, diversity, and inclusion in the public service.

The OPS offers employment accommodation across the recruitment process and all aspects of employment consistent with the requirements of Ontario's [Human Rights Code](http://www.ohrc.on.ca/en/ontario-human-rights-code) < <http://www.ohrc.on.ca/en/ontario-human-rights-code> >. Refer to the application instructions below if you require a disability-related accommodation.

**Salary Range:** \$90,348 - \$135,178 Per Year

### Additional information:

- 1 Permanent, 435 James St S, Thunder Bay, North Region

### Note:

- Effective October 1, 2021, the OPS COVID-19 Safe Workplace Directive requires all Ontario Public Service employees to provide proof they are fully vaccinated, meaning they are fully vaccinated as defined by the Ministry of Health (refer to: COVID-19 Fully Vaccinated Status in Ontario), including 14 calendar days have passed since receiving their final dose of the COVID-19 vaccine.

Employees who do not provide proof of full vaccination will be deemed 'not vaccinated' under the Directive and will be required to attend a vaccine education program and undergo regular rapid antigen testing. Employees who are not vaccinated under the policy with a valid medical exemption will not be required to attend a vaccine education program but must undergo regular rapid antigen testing.

Please apply online, only, at [www.ontario.ca/careers](http://www.ontario.ca/careers), quoting **Job ID 172929**, by **Friday, December 17, 2021**. Please follow the instructions to submit your application. Faxes are not being accepted at this time.

If you require accommodation in order to participate in the recruitment process, please contact us at [www.gojobs.gov.on.ca/ContactUs.aspx](http://www.gojobs.gov.on.ca/ContactUs.aspx) to provide your contact information. Recruitment Services staff will contact you within 48 hours. Only those applicants selected for an interview will be contacted.

The Ontario Public Service is an inclusive employer. Accommodation will be provided in accordance with Ontario's *Human Rights Code*.

[www.ontario.ca/careers](http://www.ontario.ca/careers)

---