



Chief Administrative Officer

About Niagara Falls

Located in the heart of North America's most affluent consumer market, Niagara Falls is a fast-growing, dynamic, internationally renowned city with a prosperous business community. Niagara Falls is built on an economic foundation anchored by tourism, manufacturing, commercial retail, and knowledge-based sectors. We are linked to the world by extensive transportation and telecommunications networks. In addition to having desirable industrial and commercial real estate, Niagara Falls offers a reasonable cost of living and some of the most attractive residential communities in all of Canada.

For quality of life, Niagara Falls is unsurpassed, offering all the amenities of a large city in a more comfortable and neighbourly setting. Arts, culture, recreation, commerce and peaceful quiet moments are all here to be enjoyed. And with downtown revitalization, enhanced GO service, an expanding regional airport and a new hospital on the horizon, we are certainly the place to be. With these advantages and amenities, it's no wonder Niagara Falls is an ideal place to live, work and play.

With an operational budget of over \$147 million, and over 700 employees, the City provides a range of services to meet the needs of over 88,000 residents and a multitude of businesses.

The Role

The ideal candidate will be an inspiring, principled and collaborative leader with a proven track record of results and accomplishments in leading transformation for a large public or private sector organization. You have exceptional communication skills and political acumen to interact with diverse stakeholders, while fostering the development of partnerships, employee engagement and customer service excellence.

Reporting to the Mayor and Niagara Falls City Council, the Chief Administrative Officer is responsible for the leadership and efficient delivery of all the City's administrative and operational services. As the key advisor to Council, you have the vision to develop and implement operational plans and ensure the coordination of services which align and support with the strategic priorities of the City. You will recommend policies, plans, programs that benefit our residents by being innovative, accountable and fiscally sound. You will work to enhance growth and development in the community as well as ensuring the effective utilization of the City's resources.

Leading a talented team of staff, and working in a complex unionized environment, this position guides and inspires a dedicated workforce and helps shape a workplace culture founded on customer service excellence and Core Values of Leadership, Teamwork, Respect and Accountability. The Chief Administrative Officer will be a visible partner in the community and workplace, and be a champion of community inclusion, engagement, development and sustainability.

How to Apply

To explore this opportunity please apply via email **by February 28th, 2021** to careers@waterhousesearch.ca quoting project **NF-CAO**.

Should you wish to speak to our Executive Recruiter please contact Jon Stungevicius at 416-214-9299 x1, jon@waterhousesearch.com or Amy Oliveira at 416-214-9299 x4, amyoliveira@waterhousesearch.com.

We thank all applicants for their interest in the City of Niagara Falls. We will contact those selected for an interview.