

The Town of New Tecumseth is located in the southern portion of Simcoe County. The community is strategically located near Highway 400, which is a direct link to Highways 401 and 407, as well as the Greater Toronto Area to the south and Barrie in the north.

It is a safe area with a strong sense of community and much to offer. The Town of New Tecumseth has three urban centres - Alliston, Beeton, and Tottenham, each with its own distinct urban feel and heritage. Surrounding these urban centres is a sprawling rural landscape boasting a rich agricultural history and identity. New Tecumseth is currently home to over 40,000 people and is a rapidly expanding community that grew by 28.4% between 2016 and 2022. Similar growth rates (24.3%) are expected to continue over the coming decade, with New Tecumseth's population projected to near 60,000 by 2032.

The Town enjoys a diverse local economy with its main strengths being manufacturing; construction; retail trade; health care and social assistance. That being said, manufacturing is by far the most significant sector. Quick access to markets via strong transportation links provides needed assets for major employers that call New Tecumseth home; these include Honda of Canada Manufacturing, Baxter Canada, F&P Manufacturing, Nottawasaga Inn Resort and Stevenson Memorial Hospital.

With a combined operational and capital budget of over 87M and over 500 full and part-time employees, New Tecumseth is committed to meeting the needs of residents and a thriving business community by delivering efficient and effective services in our soon to be opened new municipal offices.

### Inspire our Future as our Chief Administrative Officer

As the ideal candidate you are an inspiring, principled, and collaborative executive leader with a proven track record of results and accomplishments with related municipal leadership experience. You have exceptional communication skills and the political acumen to interact with an engaged council, diverse stakeholders, foster the development of partnerships, and inspire our employees, while ensuring customer service excellence. Lastly, you will have an exceptional understanding of forward-thinking strategies as it relates managing growth, ensuring effective municipal operations in a fiscally accountable fashion and guiding our organization into the future, while retaining the small-town community charm of our three urban centres.

Reporting to the Mayor and Council, the **Chief Administrative Officer** is responsible for the strategic leadership and efficient delivery of all the municipality'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 to, and support our strategic priorities. You will recommend policies, plans, and 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 ensure the effective utilization of resources through the priorities and guiding principles as identified by Council. Leading a talented team, you will inspire a dedicated workforce and help foster a workplace culture focused on service excellence, innovation and teamwork while positioning the Town of New Tecumseth as an employer of choice.

### How to Apply

To explore this opportunity please apply via email by **March 1, 2024 or sooner** to [careers@waterhousesearch.net](mailto:careers@waterhousesearch.net) quoting project **NT-CAO**.

Should you wish to speak to our Executive Recruiter or to receive a detailed position description please contact Tim Lukasevich at 416-214-9299 x8, email at [tim@waterhousesearch.net](mailto:tim@waterhousesearch.net) or Jon Stungevicius at 416-214-9299 x1, [jon@waterhousesearch.net](mailto:jon@waterhousesearch.net).

*All applications will be held in strict confidence. We thank all applicants, however, only those selected for an interview will be contacted. Personal information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used for employment assessment purposes only.*