

The opportunity

Leduc County is looking for an experienced and highly motivated Director – Protective Services to join our team. Reporting to the County Manager, this exciting opportunity will provide leadership to the Fire and Enforcement Services departments, Acts as Leduc County’s Fire Chief and is responsible and accountable for the delivery of fire, enforcement and emergency management services. As a member of the senior management team, the director is a key contributor to the organization’s achievement of Council’s strategic objectives.

About you

You are a team and relationship builder who promotes a safe, collaborative and professional work environment. You are committed to continuous improvement, customer service, innovation and supporting Leduc County’s vision of growing a vibrant and spirited community.

If you excel working under pressure, and if forward-thinking, problem-solving, strategic planning and quick adaptability to change is second nature to you, keep reading because we want to hear from you!

What you will do

- Develops and delivers annual operational plan in alignment with Council’s strategic objectives.
- Leads and manages department staff in the implementation of department deliverables, delegates responsibilities appropriately and provides guidance and motivation to achieve outcomes.
- Prepares and manages the annual operating and capital budget for the Fire and Enforcement Services department, ensuring responsible and appropriate use of municipal funds.
- Administers and leads the fire and emergency response across the County through a borderless model.
 - Acts as the Fire Chief for the County.
 - Develops and maintains mutual aid and other emergency relationships through contracts, agreements and partnerships.
- Directs and supervises department staff in the administration and enforcement of municipal bylaws, provincial and federal legislation, in compliance with the requirements and authorities of the Alberta Public Security Peace Officer Program and *Municipal Government Act*.
- Leads and advises the emergency management agency in ensuring preparedness for disaster activation.
 - Prepares the annual operating budget for emergency management services.
 - Ensures County Municipal Emergency plans are current, and staff are trained.

- Initiates, develops and recommends policy and administrative directives, ensuring adherence to applicable legislation.
- Collaborates and liaises with various regional partners for joint operations and education initiatives.
- Participates in, and contributes to, strategic organizational planning as a member of the senior management team.
- Strives to continually enhance the quality and delivery of services through efficiencies and innovation.
- Adheres to guidelines as set out in Leduc County's policies and administrative directives.
- Accountable for department compliance with the *Alberta Occupational Health and Safety Act*, Regulation and Code and participation in the Health, Safety and Wellness Program.
- Performs related duties as required.

What you need to succeed

Must-have

- A degree in business administration, or related discipline.
- Ten years of management experience at the strategic level, preferably within the public sector, with in-depth knowledge of fire services and/or enforcement services and emergency management.
- An advanced range of communication and interpersonal techniques and skills.
- Experience delivering public presentations, policy and report writing using the Microsoft Office suite of tools.
- Proven achievement of results through strength in leadership and management, sound decision-making, budgeting, and project management in complex, political environments.
- Experience working with senior management teams.

Nice to have

- Familiarity with municipal governance, operations, and knowledge of rural communities.
- Membership in the Society of Local Government Managers.

What's in it for you

Our leadership team values your voice, input and is committed to your growth and success. We are committed to be our best and hire the best!

We offer a competitive annual salary of between \$135,814.00 - \$169,767.00, flexible work options, a 100% employer-paid comprehensive benefits package, municipal pension plan, and a starting three-weeks vacation allocation and an additional five compensated days in lieu.

The opportunity is permanent full-time and is 35 hours per week scheduled Monday to Friday, with some extended hours to meet operational requirements. The office is located at Fire Administration, Station 1, 606 21 Ave., Nisku, AB.

How to apply

Applications must be submitted on our website at careers.leduc-county.com to be considered. This opportunity will remain open until a suitable candidate is found.

We thank all applicants however only those selected for an interview will be contacted.

