



Director of Recreation

Bracebridge is a place where inspiration, opportunity, lifestyle, community and prosperity come together. If you are looking to expand, the Town of Bracebridge is a community of more than 17,000 residents plus 9,000 seasonal residents living in both urban and rural areas. Located in the heart of the District of Muskoka, Bracebridge is a magnet for recreation and tourism, with a growing base of non-recreational businesses. There is a sense of civic responsibility and interest in protecting and enhancing Bracebridge's natural features; therefore, residents want increased and improved access to the Town's natural features, such as parks, trails and waterfront areas.

With total budget of over \$40 million the Town provides a range of services to meet the needs of residents and a multitude of businesses. According to Statistics Canada, Bracebridge has experienced the largest growth rate of any Town in Muskoka between 2016 and 2021. With a growth rate of 8.1%, we have significant residential, industrial and commercial growth on the horizon.

Our new Community Centre

The Town has recently unveiled the new Muskoka Lumber Community Centre, a \$78M, state-of-the-art, multi-generational social hub that brings community activities and services together in one place. This facility features an arena, library, multi-sport fieldhouse, outdoor courtyard, and play area, with room for future expansion to support Bracebridge for generations. The community's vision of the Muskoka Lumber Community Centre is one of service and use to the community and a space used by the entire community.

This new facility complements the existing Bracebridge Sportsplex, which includes an impressive range of amenities: an indoor aquatics center with an 8-lane, 25m pool, a therapy pool, a children's pool with a slide, a climbing wall, a walking track, a supervised playroom, a conference room, and an auditorium. Additionally, a wellness center is set to open by December 2024, offering a welcoming and inclusive space dedicated to fitness and overall health.

Our community offers a wealth of outdoor recreation opportunities, with numerous parks, trails, and open spaces. Highlights include a downtown skatepark, a 4-diamond illuminated ball facility, and a versatile soccer park featuring two full-size lit pitches, one full-size unlit pitch, and a half-size unlit pitch. Whether you're looking for active or passive outdoor experiences, we have something for everyone.

Inspire Our Future

Reporting to the Chief Administrative Officer (CAO), the **Director of Recreation** serves as a key member of the Town's Leadership Team. As our Director you will provide vision and leadership to business operations, financial management and the development of short and long-term recreation and sport strategies to support the growth of the community. Responsibilities include leading Departmental staff, directing, planning, managing, and overseeing the operations of the Recreation department including programs, facilities and administration. In addition, you will liaise with committees, advisory boards, and organizations on related recreation issues and projects.

As the Director, you will provide advice and recommendations to Council on policies, projects, and operational analysis which guide the development and renewal of existing and future indoor and outdoor recreation facilities, and the new multi-use community facility. This includes the development and implementation of recreation, sport, and event programs and services while ensuring effectiveness of policies, procedures, quality management practices and optimal services levels while promoting active and healthy lifestyles in the community.

Ideal Qualifications:

- **Education and Designations:** Post-secondary degree from an accredited university or college in Recreation or Leisure studies, Public Administration or Business Administration, or equivalent.
- **Management Experience:** Excellent management and organizational leadership skills; at least seven (7) years of progressive, related experience leading, managing and operating medium to large-scale recreation, multi-use and outdoor facilities, preferably in a unionized municipal setting.
- **Strategic and Operational Acumen:** Ability to act strategically, make decisions, and provide direction on complex and emerging issues. This includes the ability to work with Council, the public, and community organizations, and balance their needs with operational requirements.
- **Business Planning and Financial Management:** Knowledge and experience in the principles of public administration, including developing and monitoring strategic plans, business plans, financial management, budgeting, purchasing, records management and performance measures.
- **People Leadership Experience:** Extensive leadership experience overseeing teams in a unionized environment; proven people leadership skills to develop and mentor the team while instilling a service excellence mindset.
- **Customer Service:** Experience with modern day community focused and service minded processes and approaches related to recreation and community services.
- **Relationship Management:** Ability to work with Council, the public, and community organizations, and balance their needs with operational requirements.
- **Interpersonal Skills:** Excellent interpersonal skills including the ability to work effectively in a team environment and to exhibit courtesy, tact, and diplomacy in dealing with the public, department officials and other members of staff. Ability to adhere to confidentiality requirements at all times.
- **Legislation and Regulations:** Strong knowledge of provincial and federal legislation and regulations including, the Municipal Act, ESA, OHSA, and WHMIS. In addition, you will understand issues facing local government and have experience developing and implementing procedures, policies, standards, regulations and by-laws related to the safe operation of recreation facilities.
- **Communications:** Exemplary verbal and written communication skills including the ability to manage complex political relationships, prepare reports to Council & speak in public forums.

Key Benefits of working at the Town of Bracebridge

The Town of Bracebridge offers a competitive salary and comprehensive benefits package. In addition, we have a reasonable cost of housing, access to healthcare and a hospital in our community, education, recreation, and cultural activities in a vibrant setting with nearby waterfront amenities.

How to Apply

To explore this opportunity please apply via email by **December 9th, 2024** to careers@waterhousesearch.net quoting project **BB-DR**. Should you wish to speak to our Executive Recruiter or to receive a detailed position description and information package please contact Amy Oliveira at 416-214-9299 x4, amy@waterhousesearch.net or Jon Stungevicius at 416-214-9299 x1, 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.