



General Manager of Community Infrastructure Services

Job Opening ID 2711

Posting Date: January 24, 2025 – Closing Date: February 18, 2025

Job Description

Department: Community Infrastructure Services

Initial Reporting Location: Tom Davies Square

Job Status: Permanent position

Number of Vacancies: 1

Affiliation: Non union

Range of Pay: \$221,852.61 to \$259,543.62 per annum

The start date will follow the selection process.

This position is eligible to [work remotely](#) on a part-time basis.

Main Function: The position is responsible to the Chief Administrative Officer (CAO) as a member of the Executive Leadership Team for the complete strategic leadership, direction, and operation of the Community Infrastructure Department for the City of Greater Sudbury (CGS), in support of the Community Infrastructure Business Plan.

Service Outcomes

1. Ensure community infrastructure is well operated, maintained and renewed so that service objectives are achieved across time.
2. Ensure the Department is forward-thinking and using a collaborative approach that promotes modernization, innovation and excellence while leading effective change on service delivery and enhancements.
3. Lead policy and operational changes so that Council's Strategic Plans are accomplished.

Characteristic Duties: Under the general direction of the Chief Administrative Officer.

1. Provide leadership for each of the Department's key services to deliver services at Council approved levels for the community, including Engineering Services, Linear Infrastructure Services, Water and Wastewater Treatment and Compliance Services, and Environmental Services.
2. As a member of the Executive Leadership Team, contribute organizational leadership, model behaviours and shape decisions that produce a positive, collaborative work environment for all staff, all in accordance with Council's strategic priorities and the organization's mission, vision, and values.

3. Prepare and execute an annual Community Infrastructure Business Plan covering all mandated services of the Department, in conjunction with the operating and capital budgeting processes. The Plan will detail service goals, budgets, expected service/performance outputs, resource inputs required to achieve these outputs, and the performance measures used to assess the Department's performance against the goals.
4. Integrate and control the interactions between services in support of the Business Plan, and in accordance with CGS by-laws, policy and legislation.
5. Serve as the principal liaison and representative with the CAO and Council on all matters relating to the department's existing operations and also in the planning of future anticipated requirements.
6. Represent CGS and liaise with special purpose bodies engaged in/interested in department activities, in support of the Business Plan.
7. Provide guidance and policy recommendations to the CAO and Council in reaching decisions on department services policies and programs for the short and long-term benefit of CGS.
8. Review relevant legislation and policy direction of the Provincial and Federal governments and ensure departmental compliance,
9. Monitor and analyze annual revenues and expenditures from approved Department budgets and provide regular and necessary updates to Council.
10. Implement and adopt enterprise risk management practices and mitigation measures as required for all department activities and services; regularly reporting to Council on same.
11. Deliver enterprise capital projects in compliance with enterprise capital project policies, by-laws, and principles of project management for all capital projects, including serving in specific roles as may be required from time to time and as directed by the CAO.
12. Ensure effective management of employees within the department and directly manage those reporting to the GM, including staff development, performance reviews, coaching/mentoring, succession planning and health and safety. Build constructive relationships with labour partners.
13. Enhance the organization's ability to be an employer of choice and the city as an excellent place to work, live, visit, invest and play.
14. Act as CAO when so directed.
15. Develop and maintain a thorough working knowledge of CGS's Safety Manual and the applicable provincial legislation listed therein.
16. Perform other related duties as required.

Qualifications:

Education and Training:

- University degree in a related discipline from a recognized university with Canadian accreditation.
- Additional education initiatives to update and expand competencies.

Experience:

- Minimum of ten (10) years of senior level experience in the management of large, unionized, and highly diversified public or private sector organizations. Four (4) years managing infrastructure services considered an asset.

An equivalent combination of education, credentials, and experience may be considered.

Knowledge Of:

- CGS priorities.
- Municipal government operations and intergovernmental relations.
- Applicable legislation and related regulations.
- Current and emerging trends and best practices as they affect Community Infrastructure.
- Horizontal linkages to other relevant governmental levels and services as well as the private sector.

Abilities To:

- Understand stakeholder needs, recognize competing interests, and develop consensus-driven resolution to issues.
- Build trust and confidence with City Council, community stakeholders, executive team colleagues, direct reports, and the organization's frontline staff.
- Manage fiscal and human resources, evaluate complex situations, implement sound management practices and internal controls, and ensure the consistent, fair application of management policies and standards.
- Foster a healthy work environment, and a workforce culture of service excellence, innovation, and collaboration; champions and models workplace values that emphasize respect, integrity, foresight, fairness, and compassion.
- Demonstrate outstanding communication skills with superior political acuity and impeccable strategic planning, issue resolution and decision-making skills.
- Present complex ideas to diverse audiences, build and foster positive, constructive relationships and networks.
- Establish clear expectations, deliverables and deadlines, and influence others to achieve outcomes.
- Model behaviours that show a commitment to service excellence and the highest standards of professional integrity and accountability, embracing diversity, promoting inclusiveness and equality of opportunity.
- Develop staff for progressively responsible roles and ensure they understand the line of sight between their duties and the corporation's strategic priorities.
- Anticipate and lead change, both personally and as a leader with enterprise-wide responsibilities.
- Recognize and appropriately respond to enterprise risks.

Personal Suitability:

- Mental and physical fitness to perform essential job functions.
- High tolerance for change and ambiguity.
- Emotional intelligence.
- Advanced interpersonal, project/time management, organizational, analytical, presentation, report-writing, and leadership skills.
- Personal commitment to address demands from internal and external stakeholders.

Language:

- Excellent use of English; verbally and in writing.
- Bilingualism (English-French) highly desirable and a definite asset.

Other Requirements:

- May require the use of a personal or CGS vehicle on CGS business. Must be physically capable of operating a vehicle safely, possess a valid driver's licence, have an acceptable driving record, and personal insurance coverage.

Competencies: [Competency Library - Level 4 Proficiency](#)

How To Apply

If you are viewing this job posting through a website other than the City of Greater Sudbury's, please visit www.greatersudbury.ca/jobs to apply online.

We must receive your resume before 11:59 p.m. on **Tuesday, February 18, 2025**. For those providing a French language resume, please also include an English version.

1. Click on the **Apply for Job** button.
2. Follow the step by step application process.
3. Ensure you attached a cover letter and resume. Acceptable file types are:
 - .doc
 - .docx
 - .txt
 - .pdf
 - .rtf
4. Once completed, review your application and click on the **Submit** button.
5. Upon submission of your application, you will get a confirmation on the screen that your application has been successfully submitted. You will also receive an e-mail confirmation to the e-mail address on your profile.

All applicants are thanked for their interest in this position. Only those selected for an interview will be contacted. If contacted, and you require a disability related accommodation in order to participate in the recruitment process you must advise the Hiring Manager.

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Contact Us:

For technical difficulties, issues, questions or accommodations with an application made online email myJOBS@greatersudbury.ca

