

TOWNSHIP OF WOOLWICH



Discover the charms of the Township of Woolwich, a fast-growing community with a bright, well-managed and well-planned future in the Region of Waterloo. The quality of life in Woolwich is superior, and as an employee of the Township, you'll play a key role in helping shape the next phase of our growth and development.

Director of Recreation & Community Services

As an integral member of the Senior Management team, you will report to the CAO and be responsible for strategic planning, development, and oversight of services including recreation, parks, township facilities, cultural programming, and environmental initiatives. This will include managing programming, maintenance, and asset renewal. You will develop and implement corporate policies, procedures, agreements, initiate and maintain strong and effective strategic alliances and partnerships with community groups. Innovative, collaborative and customer service focused, you will oversee the management and maintenance of the arenas, pool, parks, trails, cemeteries, facilities, and community development. You will co-ordinate the annual business plan, operating and capital budget to meet current community needs and to plan for future growth.

Complementing your post-secondary education in Recreation, Leisure Studies, Parks and/or Facilities Management or related disciplines, you have a minimum of ten years of diversified and progressively responsible work experience in municipal parks and recreation, applied health and/or facilities/property management environments including management/public administration responsibilities.

Your noted strengths in strategic planning, recreation and leisure delivery systems, parks and facilities maintenance and management, corporate budgeting, project management, and union negotiations are complemented by your thorough knowledge of applicable provincial/federal legislation, health and safety regulations and your dynamic team, facilitation, and interpersonal skills. You are an effective communicator, report writer and are comfortable presenting before Committee, Council and community stakeholders. Key capacities include fostering a supportive work culture to build a diverse, creative, and dedicated staff team to implement Council and departmental strategic initiatives.

A complete job description is available at: www.woolwich.ca/careers

Salary Range: \$117,382.00 - \$146,727.00

To apply for this exciting opportunity, please submit your resume to hr@woolwich.ca prior to **4:00 pm Wednesday, May 14, 2025. Please quote job posting 2025-30.**

Personal information submitted is collected under the Municipal Freedom of Information and Protection of Privacy Act and will only be used for the purposes of determining eligibility for this competition. The Township of Woolwich is committed to diversity and inclusion and offers an accessible workplace. We are an equal opportunity employer and are committed to meeting the needs of applicants during all phases of the hiring process. This document is available in alternate formats or with accessible communication supports, upon request.