



Director of Public Works and Community Services

The [Municipality of Central Elgin](#) was formed in 1998, through the amalgamation of the Township of Yarmouth with the Villages of Belmont and Port Stanley. Central Elgin is a vibrant community located in the heart of [Elgin County](#), with a population of nearly 15,000 people and is in close proximity to the City of St Thomas and the City of London. The community is made up of several unique neighborhoods, each offering its own unique charm and attractions.

With a combined operational and capital budget of over \$47.5M and over 200 full and part-time employees, Central Elgin is committed to meeting the needs of residents and a thriving business community by delivering efficient and effective services.

Of significant interest is the expected future growth in Central Elgin's commercial, industrial and residential sectors due to the recent announcement that Volkswagen will be building the world's largest electric-vehicle battery plant in the region.

Inspire Our Future

Reporting to the Chief Administrative Officer (CAO), the **Director of Public Works and Community Services** is a key member of Central Elgin's Senior Leadership Team. This role provides strategic and operational leadership for all municipal public works and community services, including roads, bridges, water/wastewater, waste management, municipal facilities, parks, beaches, trails and fleet. You'll lead a diverse team, oversee significant capital projects, manage budgets, ensure regulatory compliance, and drive long-term asset management and strategic planning. This position is vital in delivering high-quality, efficient services that enhance the quality of life for Central Elgin residents, aligning with Council's priorities and fostering strong community relationships.

Key Responsibilities:

- **Departmental Leadership & Management:** Provides overall leadership to the Department, including operational oversight and direct supervision, coaching, mentoring, and motivating staff. Accountable for recruitment, performance management, providing training and development opportunities, ensuring a healthy and safe workplace, fostering a positive employee experience..
- **Strategic Planning & Objective Setting:** Establishes Department objectives in consultation with the Chief Administrative Officer and in accordance with Council direction. Leads the implementation of the Municipality's strategic plan, budgeting, and business plan activities for the Department. Develops and prioritizes maintenance and construction projects for planning and budgeting.
- **Financial Oversight:** Responsible for the development and oversight of the Department's operating and capital budgets, including forecasting monitoring expenditures, ensuring compliance with all relevant financial statutory and regulatory requirements. Identifies and tracks grants and subsidies from various federal, provincial, and other sources, preparing and submitting applications where appropriate.
- **Continuous Improvement & Customer Service:** Regularly reviews and evaluates Department administrative and service delivery processes with a focus on continuous improvement and customer service excellence
- **Council & Stakeholder Engagement:** Attends Committees, Council, and other meetings, preparing and presenting reports, recommendations, formal presentations, and responding to questions and inquiries as required.

Ideal Qualifications:

- **Education and Designations:** University Degree in Civil Engineering, Environmental Engineering, Public Administration, Business Administration, or a closely related field. A Master's degree in a relevant discipline would be considered an asset. Alternatively, an equivalent combination of education, professional development, and progressive experience would be considered.
- **Management Experience:** Minimum of 7-10 years of progressive leadership experience in a municipal public works/operations environment, with at least 5 years in a senior management or director-level role.
- **Strategic Acumen:** A high level of critical thinking with the ability to perform in a proactive, strategic manner and plan, prioritize and balance multiple responsibilities and shifting priorities; ability to analyze complex engineering and maintenance issues and problems and evaluate alternative solutions and develop sound conclusions, recommendations and courses of action. \
- **Public Works Operations and Parks Management:** Strong understanding of roads and bridges construction and maintenance, and municipal infrastructure asset management as well as water and wastewater treatment and distribution/collection systems. Experience with parks, beaches, recreation, and facilities management is highly desirable.
- **People Leadership:** Ability to provide exceptional leadership to staff and to build strong, enthusiastic and productive staff teams in a unionized environment.
- **Program Management:** Demonstrated experience in managing complex capital projects, operating budgets, and multi-disciplinary teams.
- **Business Management:** Knowledge and experience in the principles and practices of public administration, including developing annual plans, budget, performance measures, purchasing, maintenance of public records, and the organization and functions of an elected municipal Council.
- **Legislation:** Thorough and comprehensive knowledge of related municipal and provincial legislation.
- **Interpersonal and Communication Skills:** Ability to work with Council, the public, and community organizations, and balance their needs with operational requirements. Excellent communication skills, report writing and presentation abilities which includes public meetings.
- **Communications:** Exemplary verbal and written communication skills including the ability to manage complex political relationships, prepare reports to Council & speak in public forums.

What We Offer

- **Compensation and Benefits:** A competitive salary (\$145,001.19 - \$172,620.46), plus a comprehensive benefits package, and OMERS pension.
- **Work-Life Balance and Hybrid Policy:** Enjoy a combination of exciting projects and healthy work-life balance in a supportive business setting.
- **Growth Opportunities:** Expand your leadership skills as you develop and mentor a talented team, with the chance to grow your career within a supportive and evolving municipality.
- **A Community That Cares:** Be part of a vibrant community with a strong sense of identity, engaged citizens, and a shared commitment to progress.

How to Apply

To explore this opportunity please apply via **email by July 25, 2025 or sooner to careers@waterhousesearch.net** quoting project **CE-DPR**. Should you wish to speak to our Executive Recruiter or to receive a detailed position description please contact Amy Oliveira at 416-214-9299 x4, amy@waterhousesearch.net or Jon Stungevicius at 416-214-9299 x1, jon@waterhousesearch.net.

We thank all applicants for their interest, however, only those selected for interviews will be contacted. Information collected will be handled in accordance with the Municipal Freedom of Information and Protection of Privacy Act.