

The opportunity

Leduc County is looking for an experienced and highly motivated DIRECTOR – FINANCE, ASSESSMENT AND LAND MANAGEMENT SERVICES to join our team. Reporting to the Deputy County Manager, this exciting opportunity provides leadership to the Finance and the Assessment and Land Management Services departments and is responsible and accountable for safeguarding assets, mitigating risks, and managing public funds through financially sound, accountable, and transparent processes. Currently, the County is in the process of implementing a new Enterprise Resource Planning (ERP) software, with a go-live date of December 1, 2025. 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.
 - Oversees the coordination of the organization's annual budgeting processes, financial reporting, and investment management.
- Leads and manages department staff in the implementation of their departments' deliverables, delegates responsibilities appropriately and provides guidance and motivation to achieve outcomes.
 - Plans, develops, implements, and coordinates the financial service functions to provide timely financial support and analysis.
 - Plans, develops, implements, and oversees controls on financial systems and transactions to mitigate risks to the organization.
 - Oversees and supports the functions of the Assessment and Land Management Services department.
- Prepares and manages the annual operating budget for their departments, ensuring responsible and appropriate use of municipal funds.

- Initiates, develops and recommends policy and administrative directives, ensuring adherence to applicable legislation.
- 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 efficiency 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 Chartered Professional Accountant (CPA) designation or related discipline.
- Ten years of management experience at the strategic level, preferably within the public sector, with in-depth knowledge of municipal finance, bylaws and regulations, accounting, budgeting and auditing experience.
- 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

- Knowledge of municipal assessment and land management functions.
- Experience in implementing and supporting new enterprise resource planning software.
- 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 \$138,530.00 and \$173,162.00, 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 101-1101 5 St. Nisku, AB.

How to apply

Applications must be submitted via the blue 'apply now' button below to be considered.

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