

West Nipissing is a vibrant single-tier community of 14,364 people. The Municipality spans an impressive 1,989.57 square kilometers and has many lakes, waterways, trails, forests and farmland. West Nipissing is an amalgamated community that has a range of urban communities including Sturgeon Falls, Cache Bay and Verner. Our rural communities include Crystal Falls, Desaulniers, Field, Kipling, Lavigne, North Monetville, River Valley, and multiple other townships. West Nipissing is served by the Trans-Canada Highway 17 as well as Highway 64, and is within one hour drive to the large northern communities of North Bay and Sudbury.

Industrial strengths include forestry, agriculture, education, retail services, government services and tourism. Our community is a desirable place to live and visit. Families are attracted to the area by our unique community characteristics including access to education, healthcare, proximity to large cities and affordability in a beautiful northern setting.

With a combined operating and capital budget of approximately \$50M and over 200 permanent and part-time staff, the [Municipality of West Nipissing](#) is committed to meeting the needs of our residents and business community by delivering efficient and effective services.

### Inspire our Future as Chief Administrative Officer

As the ideal candidate you are an inspiring, principled, and collaborative leader with a proven track record of results and accomplishments in an efficient and fiscally accountable fashion with related experience from either a public sector or private sector organization. You have exceptional communication skills and the political acumen to interact with an engaged council, diverse stakeholders, foster the development of partnerships, develop our workforce and inspire our employees, while ensuring customer service excellence. Lastly, you will have an exceptional understanding of forward-thinking strategies as it relates managing responsible growth, ensuring effective municipal operations in a fiscally accountable fashion and guiding our organization into the future, while retaining our northern community charm.

Reporting to the Mayor and Council, the **Chief Administrative Officer** is responsible for the strategic leadership and efficient delivery of all the municipality's administrative and operational services. As the key advisor to Council, you have the vision to develop and implement operational plans and ensure the coordination of services which align to and support our strategic priorities. You will recommend policies, plans, and programs that benefit our residents by being innovative, accountable and fiscally sound. You will work to enhance growth and development in the community, as well as ensure the effective utilization of resources through the priorities and guiding principles as identified by Council.

Leading a talented team, you will inspire a dedicated workforce and help foster a workplace culture focused on service excellence, innovation and teamwork while positioning the Municipality of West Nipissing as an employer of choice. West Nipissing offers a competitive compensation package including benefits, vacation, training and development, not to mention an opportunity to work with an engaged Council in a beautiful community. An appreciation of the Franco-Ontarian culture is essential for success in this role.

### How to Apply

To explore this opportunity, please apply via email by **August 14<sup>th</sup>** or sooner to [careers@waterhousesearch.net](mailto:careers@waterhousesearch.net) quoting project **WN-CAO**. 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](mailto:amy@waterhousesearch.net), or Jon Stungevicius at 416-214-9299 x1, [jon@waterhousesearch.net](mailto: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.*