

The Municipality of Thames Centre was formed on January 1, 2001 with the amalgamation of the former Townships of West Nissouri and North Dorchester. The Municipality has a population of approximately 13,759 and is situated at the east end of the County of Middlesex. Thames Centre borders London directly to the east, features easy access to the London International Airport and is located near the centre of Southwestern Ontario along highway 401 between highways 402 and 403. This strategic access to the 401 allows residents and businesses easy access to London, Woodstock, Kitchener-Waterloo, Hamilton, Toronto and the central and eastern United States.

With a combined operating and capital budget of approximately \$33M and over 100 permanent and part-time staff, the [Municipality of Thames Centre](#) is committed to meeting the needs of our residents and business community by delivering efficient and effective services.

In 2024, The Municipality has adopted a strategic plan for the current term of Council and beyond. The vision is a vibrant and safe community combining innovation and tradition for all stages of our life. The mission is to work together to sustain and grow the community through quality services and responsible leadership. The new strategic plan is based on a foundation of sustainability, the pillars of which include the Framework of Smart Planning, Community Communication & Engagement, Active Living and Economic Development. These pillars strengthen the Strategic Priorities of the Municipality.

Inspire our Future as our 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 small-town 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 will embrace our vision, mission and strategic priorities and develop and implement operational plans to 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 Thames Centre as an employer of choice. Thames Centre 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.

How to Apply

To explore this opportunity please apply via email by **September 21st or sooner to careers@waterhousesearch.net** quoting project **TC-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, or Jon Stungevicius at 416-214-9299 x1, 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.