

Team Leader, Corporate Strategy

Job Title: Team Leader, Corporate Strategy

Job Type: Full Time

Department: Corporate Strategy

Number Of Positions: 1

Min Salary: \$57.38/Hour

Max Salary: \$71.72/Hour

As one of the fastest growing cities in Alberta, the City of Airdrie is a recognized leader in building a vibrant and sustainable community through innovation.

At the City of Airdrie, incredible opportunities happen every day in a flexible work environment that is tailored to each department. Our inclusive culture and values create a workplace where we welcome aspiring, driven and creative individuals to help us accomplish our business and community goals. We are supportive of one another, and we have fun while we serve our community. We are passionate about improving the lives of our residents through care and respect; that is the foundation of our organization. At the City of Airdrie, we learn, grow and accomplish great things together. We're proud to foster a workplace culture built on dedication, teamwork, and genuine care. Our commitment to creating a positive environment is reflected in our employee feedback from the 2025 Employee Engagement Survey, with 92.8% of employees saying they enjoy their work, and 92.6% feeling equipped with the resources they need to stay safe on the job.

If you have a passion for building a better community and are ready to join the excitement, we'd love to hear from you!

The Opportunity:

The Corporate Strategy department provides services to facilitate strategic planning with Council to set their vision, focus areas, and objectives and works with Senior Leadership to design to design and develop the organization's strategic plan, monitor the execution and report of the results of the plan; drives organizational effectiveness through continuous improvement; maintains organizational service inventory and service performance measures.

Reporting to the Manager of Corporate Strategy, Efficiency and Performance, the Team Leader of Corporate Strategy role involves leading a team of Corporate Strategy Advisors, providing effective operational oversight and support to the team, collaborating with cross-functional departments, and ensuring alignment with Council and Corporate priorities and long-term goals.

Responsibilities include:

- Provide strong leadership to a team of Corporate Strategy Advisors, provide coaching and mentoring through ongoing feedback and empowering employees to achieve outcomes. Encourage collaborative relationships and teamwork.
- Responsible for the day-to-day operations and delegation of tasks to team members, providing guidance and support to team members, ensuring that deadlines are met while overseeing progress towards goals.
- Assist the Manager in facilitating strategic planning with Council to set their vision, focus areas, and objectives.
- Work with the Advisors and Senior Leadership to design and develop the organization's strategic plan, monitor the execution, and report on the results of the plan.
- Collaborate with organizational leaders to establish long-term strategy and assist in establishing aligned department goals.
- Support the Manager with business planning, building and maintaining accurate budget plans and actuals, and managing financial approvals for the Corporate Strategy team.
- In collaboration with the Manager, establish and implement team objectives, plans/programs, processes and best practices to drive organizational effectiveness and process improvements focused on improving the customer experience.
- Review processes with a continuous improvement mindset and apply insights to improve departmental services and deliverables to meet current and future organizational needs.

You Bring:

- Degree in Business, Organizational Effectiveness, Leadership or related discipline and experience
- Certifications in Business Analysis, Project Management, Strategic Management, and Lean training would be assets
- 3 plus years progressive leadership experience required
- 8 plus years' cumulative experience in strategic planning, organizational effectiveness, business analysis, project/portfolio management, process design and modelling, facilitation and an understanding of change management
- Detailed understanding and knowledge of strategic planning principles, methodologies and tools
- Strong Leadership skills and ability to coach, mentor, and support staff
- Experience in managing budgets and resources
- Familiarity with process improvement tools and techniques
- Must possess the ability to facilitate working groups and training sessions with strong presentation and training skills

- Ability to facilitate complex discussions with varying opinions, applying awareness of cultural and political climate undertones
- Excellent verbal and written communication, problem-solving, organizational, and delegation skills
- Proficient in Microsoft Office Suite
- Experience with strategic planning software would be an asset
- Municipal experience would be an asset
- Must possess strong business acumen, encompassing the ability to see the "Big Picture" within a complex, multi-faceted organization
- Ability to prepare and deliver presentations to large groups including Senior Leaders and Council
- Ability to synthesize information from many sources to develop recommendations
- Ability to collaborate effectively and foster strong working relationships with colleagues, senior leadership, and elected officials
- Flexibility to adapt and adjust to shifting priorities and focus
- Continuous improvement mindset

We Offer:

Along with a competitive compensation program and City paid health and dental premiums, this position also includes:

- Excellent health, dental, paramedical, and benefits plan
- First-in-class pension plan
- Career development and tuition reimbursement
- Employee discounts, annual adult Genesis Place pass, social events, and health & wellness initiatives

Continuous learning through training and development is encouraged as are flexible work arrangements, when possible. We recognize that our people work best when they feel engaged in their environment and appreciated for their efforts and our overall benefits package reflects that.

Additional Information:

The position is full-time (37.5 hours per week), in-office, and includes a comprehensive benefits package.

*Please provide a cover letter along with your resume as a means of introducing yourself and your interest in this role.



Next Steps:

Candidates are invited to apply online. We only accept resumes and additional application documents through our online recruitment system. In-person applications, email or other online forms will not be considered.

If you require an accommodation during any part of the application or hiring process, please contact us at careers@airdrie.ca and we will work with you to meet your needs.

The City of Airdrie is committed to fostering a workplace culture where belonging, equity, accessibility, and diversity are deeply ingrained into all parts of the City, where employees feel they belong, are treated with respect, and where everyone can thrive and contribute to the City's success.

Postings close at 10:00 PM MT (Mountain Time) on the closing date listed in the posting. We recommend applying as soon as possible as we are not able to accept late applications.

Please review the job competition carefully and be sure to attach any specifically requested documentation in the My Documents section of your application.

Interviewing and hiring may commence prior to the posted closing date.

Thank you for your interest in the City of Airdrie.

