

The Town of Bracebridge is a community of over 16,000 people living in both urban and rural areas. Located in the heart of Muskoka, Bracebridge is a magnet for recreation and tourism, with a growing base of non-recreational businesses. Additionally, there is a sense of civic responsibility and interest in protecting and enhancing Bracebridge's natural features; therefore, residents want increased and improved access to Bracebridge's natural features such as parks, trails and waterfront areas.

The Town of Bracebridge works closely with the District Municipality of Muskoka in the maintenance of roads.

Your Opportunity to Make a Difference

As the ideal candidate and the new Director of Public Works you are an inspiring and empowering leader known not only for your insightful engineering acumen but also for your ability to build and sustain collaborative relationships with stakeholders, partners and staff at all levels in order to continue providing exceptional service to our community.

The Director of Public Works, as one of six senior management team members, oversees a department of 28 full-time and seasonal employees. Reporting to the Chief Administrative Officer (CAO) you will be responsible for planning and managing the activities and operations of the Department including coordination and communication with other Town departments, outside agencies, and Town Council. Key accountabilities will include:

- Managing a range of operating and administrative policies and practices for the department.
- Developing, maintaining and evaluating short and long-range plans, major works programs and operating budgets to effectively utilize resources.
- Managing engineering plans for all departmental initiatives including tenders and contracts for Public Infrastructure while ensuring legislative compliance.
- Advising the CAO, Town Council, citizen groups, individuals, contractors and others on a broad range of departmental issues.
- Providing exceptional leadership to and opportunities for the continued development of your team.

The Town of Bracebridge offers a competitive salary and comprehensive benefits package. Join a dedicated team which strives to make Bracebridge the best place to live, work and play.

KEY QUALIFICATIONS

- **Education:** Degree in Civil Engineering from a recognized university; a Professional Engineering Designation; and registration with Professional Engineers Ontario and the Ontario Society of Professional Engineers.
- **Management:** Five to ten years' progressive municipal leadership experience managing an engineering/public works division.
- **Public Works and Infrastructure:** Knowledge of theory, principles, practices and techniques of public works, traffic engineering and public works maintenance functions.
- **People Leadership:** Ability to provide exceptional leadership to union and non-union staff and to build strong, enthusiastic and productive staff teams.
- **Solutions Orientation:** Ability to analyze complex engineering and maintenance issues in order to evaluate alternative solutions, and develop sound conclusions, recommendations and courses of action.
- **Program Management:** Ability to plan, direct and integrate broad, comprehensive public works programs and activities.
- **Business Management:** Knowledge of the principles and practices of public administration, budgeting, purchasing, the maintenance of public records, and the organization and functions of an elected Town Council.
- **Communications and Interpersonal:** Excellent interpersonal, project and time management, organizational, analytical, research, problem-solving, communication and presentation skills.

Other Criteria:

- Availability to attend evening and/or weekend meetings or other events as required.
- Extensive knowledge of Health and Safety and the various regulations.
- Excellent computer skills including Microsoft Office products and job-specific software.
- Class "G" Driver's License in good standing, and a reliable vehicle to use on corporate business.

To explore this opportunity please apply via email by **January 25, 2019** to careers@waterhousesearch.ca quoting project **BB-DPW**. Should you wish to speak to our Executive Recruiter please contact Jon Stungevicius at 416-214-9299 x1, jon@waterhousesearch.com or Amy Oliveira at 416-214-9299 x4, amyoliveira@waterhousesearch.com.