



Chief Administrative Officer

The City of Merritt (www.merritt.ca) is located 270 km north east of Vancouver in the Nicola Valley of the south-central interior of British Columbia and hub to Vancouver, Kamloops and Kelowna. Easily accessible by the Coquihalla Highway, the City of Merritt is a thriving community situated at an elevation of 595 metres above sea level. Merritt is well known for its mild winters, and warm, dry, sunny summers. Home to a population of 8000 residents and supporting a trading area of 15,000, Merritt is a unique blend of urban lifestyle, and outdoor adventure making it a very sought-after community to live, work and play. Merritt is known for having "A Lake a Day as Long as You Stay" making it a great spot for outdoor activities including fishing and watersports. To meet the increasing demands of the community's consistent growth, as well as providing residents and visitors the very best of services, the organization is looking to attract an executive management professional as Chief Administrative Officer to take the organization to the next level.

Reporting to and working closely with Mayor and Council, as CAO, you will be responsible for managing the constantly changing and increasingly complex day-to-day affairs of one of the most sought-after communities in BC's south-central Interior. You will provide the leadership skills required to motivate a staff of dedicated municipal professionals and play a key role with Council in developing strategic initiatives that meet both current and future needs of the City.

You will have a strong post-secondary education and appropriate municipally focussed designations, coupled with executive management experience at the CAO level in either a Municipal or Regional District setting. Alternatively, you could be experienced leading a large municipal department with multi million-dollar budget responsibility at the Director or General Manager level. Although not a prerequisite, a private sector business background in addition to Municipal management experience would be beneficial. You are accomplished at managing within communities dealing with consistent growth and change and have a proven track record of demonstrating your

capabilities as a senior executive. You are a team player and builder, a strategic thinker with excellent communications and human resource skills coupled with sound political judgement. You are recognized for your positive corporate contributions and a catalyst for positive corporate change.

*Do you wish to become part of the City of Merritt's exciting future? If so, please forward your resume in confidence, quoting assignment MCAO 2018 to **Grant C. Smith, CHRP at grantsmith@waterhousesearch.com***

We thank everyone for their interest in this business opportunity, however only those who meet our above stated selection criteria will be contacted.

Vancouver, Kelowna, Calgary, Regina, Winnipeg, Toronto, Seattle Washington