

The United Counties of Leeds and Grenville, located in eastern Ontario, is an upper-tier municipality made up of 10 municipalities covering a geographical area of over 3,300 square kilometers. With an operational budget of \$105 million, the Counties administers and operates a variety of services including Community and Social services, Long Term Care, Paramedic services and Public Works to meet the needs of residents and business.

Surrounded by the shores of the St. Lawrence River and the 1000 Islands to the south, the banks of the Rideau Canal to the north, Leeds and Grenville has four seasons of activity. Our 24 inland lakes and streams attracts a range of outdoor enthusiasts and nature lovers. We are also home to two world renowned UNESCO sites of significance as well as the worlds' best freshwater scuba diving. Found within a short drive of many larger Canadian centres, including Ottawa, Kingston, Toronto and Montreal make Leeds and Grenville an easy place to visit and live.

Your Opportunity to Make a Difference

As the ideal candidate and the new Director of Corporate Services you are an inspiring and empowering leader known not only for your insightful business acumen but your ability to help lead the way in service excellence and to support effective operations across the enterprise through the development and management of policies, procedures and programs related to the corporate services portfolio.

Reporting directly to the Chief Administrative Officer and indirectly to Counties Council, the Director of Corporate Services shall oversee a range of departments and functions including Finance, Procurement, Human Resources, Information Technology, GIS Systems and Facilities. The Director shall be responsible for the implementation of our recent service delivery review while providing efficient and effective management of all corporate services, provide leadership and strategic direction that will align resources to achieve results, implement and manage change as necessary, and ensure that appropriate corporate services are delivered to support the delivery of the Counties services and programs.

The United Counties of Leeds and Grenville offers a competitive salary and comprehensive benefits package. Join a dedicated team which strives to make us the best place to live, work and play.

KEY QUALIFICATIONS

- **Leadership:** Ten or more years senior management experience in a complex multi-stakeholder administrative/corporate services environment, including three years in a municipal government.
- **Strategic and Tactical Orientation:** A track record as a strategic and innovative thinker in a service-oriented environment with the ability to translate future vision and strategic objectives into successful outcomes while fostering fiscal accountability and a positive and innovative workplace.
- **People Leadership:** Experience and ability to provide exceptional leadership and supervision to staff and to build enthusiastic, high performing staff teams; thorough knowledge of employment and labour legislation and collective agreement administration.
- **Business Operations:** Thorough knowledge and experience with progressive practices in business operations in a fiscally accountable fashion across a broad range of corporate services disciplines including finance, human resources, information technology and facilities.
- **Financial Management:** Excellent knowledge of budgeting practices and principles, ideally in the municipal environment, including proven ability to manage operating and capital budgets.
- **Change Management:** Excellent analytical, problem solving and planning skills; ability to develop, implement and manage change, including innovative solutions to complex issues.
- **Service Excellence:** Ability to provide customer service excellence across the organization through delivery of innovative programs and services in time-sensitive and changing environments.
- **Relationship Building:** Demonstrated ability to build relationships among departments and stakeholders and to deliver common solutions and results.
- **Legislation:** Thorough working knowledge of a broad range of employer-related legislation, structures, financial and reporting processes.
- **Interpersonal Skills:** Superior facilitation, negotiation, mediation and conflict resolution skills; excellent written, verbal and presentation skills.
- **Education:** University degree in business or public administration, or in a directly applicable discipline, ideally including a Masters level education.

To explore this opportunity please apply via email by **February 15th, 2021** to careers@waterhousesearch.ca quoting project **LG-DCS**. Should you wish to speak to our Executive Recruiter or review the detailed job description please contact Jon Stungevicius at 416-214-9299 x1, jon@waterhousesearch.com or Amy Oliveira at 416-214-9299 x4, amyoliveira@waterhousesearch.com.