



Chief Administrative Officer

Sun Peaks (sunpeaks.municipality.ca) is a mountain resort municipality in British Columbia. Incorporated on June 28, 2010, it is one of North America's leading winter resorts. Well known as a "can-do" community, it is located 55 kilometers northeast of Kamloops and 410 kilometers from Vancouver. The municipality serves a population of approximately 1,000 full time residents, and an additional 900 + non-resident property owners. The community is recognized globally as a destination that offers exceptional year-round activities such as hiking, alpine and cross-country skiing and, golf just to name a few. To achieve its mission of efficiently providing services for future growth that enhance the quality of life for its residents and visitors whilst protecting a changing environment, Sun Peaks Municipality is looking to attract a seasoned municipal executive as Chief Administrative Officer, to lead the community to its next stage of development.

Working closely with Mayor and Council, as Chief Administrative Officer, you will have overall responsibility for managing the constantly changing and increasingly complex day-to-day affairs of the community. You will provide the leadership skills required to lead a staff of dedicated professionals, formulate, and deliver a "customer comes first" service model, and play a key role with council in planning and executing a strategic vision that meets both current and future needs of the Municipality.

Your background includes strong academic credentials and several years in an executive role within municipal administration, ideally coupled with an accomplished work history within a resort community and or private sector municipal consulting. Known as a "will make it happen" person and staff mentor, you fully understand the challenges facing progressive, modern day communities, and have a track record of demonstrating your capabilities as a senior executive. You are a community minded take charge visionary strategic thinker with impeccable human resources and labour relations skills and a communicator with sound political judgement. You are recognized as a catalyst for positive change within the workplace and bring enlightened executive leadership as well as strategic focus to existing operations.

This is a unique opportunity to become part of the vibrant future of one of Western Canada's most sought-after municipalities. Candidates seeking a rewarding career

opportunity as Chief Administrative Officer are invited to submit their resume in confidence quoting Project SPMCAO to grantsmith@waterhousesearch.com.

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We sincerely thank all candidates for their interest; however, only those selected for an interview will be contacted.