



CHIEF ADMINISTRATIVE OFFICER

Amazing things happen when individuals come together. We innovate and grow, progress and thrive. When walls are torn down and we embrace true collaboration, our future becomes near limitless. It's this very insight that forms the backbone of our proposed strategy for the Windsor/West Hants Municipal Amalgamation. As an answer to the public's request, Bill 55 was drafted and legislatively enacted bringing the Town of Windsor and the Municipality of West Hants together to form a stronger more viable Regional Municipality on April 1, 2020.

The new Regional Municipality is looking to hire its Chief Administrative Officer (CAO) as quickly as possible. During the transition period leading up to April 1, 2020, the CAO is expected to work closely with the Co-ordinating Committee, comprising appointed elected officials from both the Municipality and the Town and an appointed Co-ordinator, to establish the governance and administrative structure of the new Regional Municipality.

After April 2020, reporting to a newly elected Council, you will provide leadership to a staff of approximately 80 and manage a budget in the order of \$25 million. You will work closely with the Mayor and Council to build a strong and effective Senior Management Team; implement a community based strategic plan; execute Council's goals and priorities; challenge the organization to be innovative and responsive and lead the Regional Municipality to realize its full potential. Superior financial management, outstanding community engagement, and economic development will likely be key priorities of the new Regional Council.

The Regional Municipality, a centrally located, thriving and growing collection of communities home to a population of 19,000, is rich in charm and history, offers a mix of urban and rural lifestyles with wonderful seaside communities, sparkling coves and beaches, miles of Atlantic shoreline and numerous recreational lakes. All of this is within a short commute to Halifax. The Region is a progressive community with a sustainable, diversified economy incorporating both traditional resource-based activities and a spirit of innovation and entrepreneurship that capitalizes on new economic activities.

You are committed to open and transparent government and actively seek opportunities to communicate in various forums, encourage citizen input and publicize decisions. You have the ability to lead a highly competent and collaborative staff and to work effectively with Council. You have an established track record as a politically astute and visionary leader who is creative and innovative. You inspire a shared vision and drive for results in a climate of accountability. You are a senior executive in a municipality or other complex organization. You foster excellence in others and are known for your ability to motivate, mentor and lead with respect, honesty and fairness.

Here is your opportunity to assist in the creation of a new and dynamic Regional Municipality. Submit your resume and related information to Organization Consulting Limited at CAOWWHRM@oclsearch.ca.

The Co-ordinating Committee promotes diversity and inclusion and adheres to the principles of the Canadian Human Rights Act. The Co-ordinating Committee encourages applications from women, Aboriginal peoples and persons of all races, ethnic origins, religions, abilities, sexual orientations and gender identities and expressions.

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