

## Chief Administrative Officer

The County of Essex is Canada's warmest and southernmost County, surrounded on three sides by water and blessed with unrivaled opportunities for boating, fishing, cycling, golfing, and other recreational pursuits. One of Ontario's best-kept secrets, the County offers an affordable mix of urban and rural living with easy access to world-class amenities and schools. Windsor is the major centre in the region and we are located just minutes from downtown Detroit.

With a combined operating and capital budget of approximately \$125M and about 900 permanent and part-time employees, the County of Essex is committed to meeting the needs of our seven local municipalities, the business community and nearly 193,000 residents by delivering efficient and effective services. Our services include Infrastructure and Planning, Emergency Medical Services, Community Services, Long Term Care, Corporate Services and Library Services.

### **Inspire our Future as our Chief Administrative Officer**

The ideal candidate will be an inspiring, principled and collaborative leader with a proven track record of results and accomplishments in municipal government or related business environment. You have exceptional communication skills, political acumen and the ability to foster partnerships with diverse stakeholders while engaging and inspiring our employees and ensuring customer service excellence.

Reporting to the Warden and Council, the **Chief Administrative Officer** is responsible for the strategic leadership and efficient delivery of all the County's administrative and operational services. As the key advisor to Council, you have the vision to develop and implement operational plans and ensure the coordination of services which align with and support our strategic priorities. You will recommend innovative and fiscally sound policies, plans, and programs that benefit our member municipalities and County residents. You will work to promote growth and development in the County and ensure the effective utilization of resources while focusing on priorities established by Council.

Leading a talented team of employees, and working in a complex unionized environment, the ideal candidate will guide and inspire a dedicated workforce, fostering a workplace culture focused on service excellence, innovative thinking, and teamwork while positioning the County of Essex as an employer of choice.

The County offers a competitive total rewards package including generous benefits, a generous vacation schedule, and a work-life balance program.

### **How to Apply**

To explore this opportunity, please apply via email **by June 5, 2023 or sooner to [careers@waterhousesearch.net](mailto:careers@waterhousesearch.net)** quoting project **ES-CAO**.

Should you wish to speak to our Executive Recruiter or to receive a detailed position description please contact Amy Oliveira at 416-214-9299 x4, [amy@waterhousesearch.net](mailto:amy@waterhousesearch.net), or Jon Stungevicius at 416-214-9299 x1, [jon@waterhousesearch.net](mailto:jon@waterhousesearch.net).

All applications will be held in strict confidence. We thank all applicants, however, only those selected for an interview will be contacted. Personal information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used for employment assessment purposes only.