



The Corporation of the Township of Algonquin Highlands

requires an

Operations Manager

Algonquin Highlands is a beautiful, park-like municipality nestled among a myriad of lakes and rolling hills where residents enjoy an exceptional rural lifestyle. Our seasonal population of 10,000 people complements our permanent population of 2,000. The municipality is characterized by small settlements and a significant amount of waterfront and rural areas known far and wide as "cottage country".

Located on the western side of the Haliburton Highlands, life here provides a wide variety of year-round activities and events as well as an engaging and relaxed lifestyle. Pristine lakes offer fishing, boating, swimming and sparkling sunsets. Our trails provide endless beautiful vistas, waterfalls, canoeing, snowshoeing, cross-country skiing, cycling and snowmobiling. Arts and heritage are alive and well with museums, galleries and quaint small-town shopping. Algonquin Park is nearby, as are dozens of resorts, rental cottages and B&Bs.

At the centre of this is the municipal administration and Township Council, who work to ensure a sustainable and thriving future for residents, businesses and visitors.

Your Opportunity to Make a Difference

As the ideal candidate and our new **Operations Manager** you are an inspiring leader known for both your insightful management and technical acumen as well as your ability to build and sustain collaborative relationships with staff at all levels, stakeholders and partners in order to continue providing exceptional service to our community.

Reporting to the Chief Administrative Officer, the **Operations Manager** is responsible for planning, organizing, directing and controlling all activities of Public Works including equipment, bridges, culverts, solid waste operations and recycling, waste diversion and hazardous waste, septage facilities, various municipal buildings and structures, local cemeteries as well as Airport operations.

The Operations Manager determines short-term and strategic, long-range needs and develops operations and maintenance plans and budgets. The Operations Manager also assures the efficient and economical use of the resources of the department, including budgeted funds, grant monies, personnel, and facilities and time to accomplish short-term and long-range objectives.

Algonquin Highlands offers a competitive salary and excellent benefits package. Join a dedicated team that strives to make us the best place to live, work and play.

Key Qualifications

- **Management Experience:** Five or more years of progressive management or supervisory experience in a municipal operations setting; able to demonstrate competency and knowledge of all aspects of the position.
- **Public Works and Operations:** Knowledge and experience with the principles and practices of public works ideally including roads, bridges, waste management, facilities and other public works maintenance functions.
- **Critical Thinking:** Ability to analyze complex engineering and maintenance issues to evaluate alternative solutions, arrive at sound conclusions and provide recommendations.
- **People Leadership:** Experience and ability to provide exceptional leadership and supervision to staff and to build enthusiastic, high performing staff teams while focusing on strategic issues.
- **Program and Resource Management:** Ability to plan, direct and integrate broad, comprehensive public works programs and activities. This includes strong organization and management skills as it relates to budget planning, financial management, materials management, personnel and information.
- **Technical Acumen:** Excellent computer skills including Microsoft Office products and operations/job-specific software.
- **Community Focus:** An understanding of and a genuine commitment to be an active participant in our local community.
- **Communication Skills:** Ability to communicate effectively and persuasively with diverse audiences including the Mayor and Council, Township personnel at all levels, regional government, service providers and the public.
- **Education:** Certified Engineering Technologist or equivalent college level business diploma; other relevant certifications in Road Supervision, Landfill Operations and vehicle and equipment operations are highly desired.

The Township of Algonquin Highlands is an equal opportunity employer committed to inclusive, barrier-free recruitment and selection processes and work environments. We will accommodate the needs of applicants under Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment and selection process, upon the request of the applicant. Please advise in advance if you require accommodation.

In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected under the authority of the Municipal Act and will be used only for candidate selection.

To Explore this Opportunity:

Please apply via email by **February 7, 2022** to:
careers@waterhousesearch.ca quoting project AH-OM.



Should you wish to speak to our Executive Recruiter, please contact Jon Stungevicius at 416-214-9299 x1, jon@waterhousesearch.com or Amy Oliveira at 416-214-9299 x4, amyoliveira@waterhousesearch.com