



Chief Administrative Officer

TOWN OF SIDNEY

Sidney, BC

Replacing a long-serving, well-respected Chief Administrative Officer (CAO), this is an exciting time for a new CAO to join Sidney as it strives to achieve its Overarching Goals, which are set forth in its 2023 – 2026 Strategic Plan, while simultaneously responding to BC's new provincial housing legislation, all while ensuring Council, the staff team, and community partners are able to work together collaboratively and effectively.

Reporting to Mayor and Council, the Chief Administrative Officer (CAO) is responsible for the efficient and effective management of the organization and acts as the nexus between Council and the Town's staff. Ultimately accountable for the statutory operation of the municipality, the CAO will reflect a responsible, community-centric approach in the Town's strategies, business plans, programs, and services, in alignment with community, corporate, and Council priorities. They are responsible for promoting an organizational culture that supports the Town's most valuable resources – its employees – and that champions teamwork, collaboration, innovation, customer service, and a results orientation. The CAO will also play a significant role externally across the community with partners such as neighbouring local governments, the Capital Regional District, local First Nation communities, the Victoria Airport Authority, BC Ferries, Washington State Department of Transportation, provincial and federal bodies, and other various entities affecting the Town.

As the ideal candidate you are a collaborative and engaging leader who has been responsible for providing dynamic and meaningful leadership in a customer-service-oriented local government organization. Possessing strong communication skills, a willingness to contribute, and a propensity for being visible and active in both their organization and the community at large, the successful candidate will bring a genuine belief in the value of collaboration and engagement and demonstrate a track record of supporting elected officials to create and implement a vision that reflects the future aspirations of the community they serve. You will bring experience working effectively with elected officials, high-performing staff, and external partners, and showcase the ability to move from broad consultation to results in an inclusive and decisive way. A credible leader who can effectively earn and build trust, the ideal candidate has a reputation for listening, reflecting, and taking action, and will embody and champion the principles of equity, diversity, accessibility, and inclusion. Your senior leadership experience in a municipality that ideally is within BC is augmented by a relevant degree.

The targeted salary range for this position is \$180,899 annually, supplemented by a competitive total rewards package.

If this is the next step in your professional career, please visit our website and submit your application to **Allison Rzen** and **Matthew Bell** at www.pfmsearch.com.

Located in the traditional territory known as SET,TINES to the W̱SÁNEĆ people, the Town of Sidney is a picturesque community along the shores of the Salish Sea on the Saanich Peninsula. Known as 'Sidney by the Sea', the municipality has a population of 12,318 highly engaged citizens and a moderate climate that makes it a year-round tourist destination. Offering unique attractions, a strong arts scene, a number of quiet beaches, and a host of popular annual events, Sidney also boasts a strong and unique economy that punches well above its weight. A key gateway linking Southern Vancouver Island to Metro Vancouver and Washington State, Sidney is part of the Capital Regional District and shares a close relationship with its neighbouring municipalities. The W̱SÁNEĆ continue to have a vibrant presence on the Peninsula, and the Town is committed to respectfully and appropriately engaging the W̱SÁNEĆ in matters of common interest.



Sidney



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