

Advertisement Content

Chief Administrative Officer

The Town of Oromocto is located in the Greater Fredericton Area, New Brunswick's knowledge industry capital. With a population of approximately 10,000 and a service centre of 25,000 people, the Town of Oromocto is the perfect size to experience small-town charm with access to many services. Oromocto is also home to the Canadian Army's Base Gagetown, one of the largest military training centers in the Commonwealth. Oromocto is a vital community with outstanding municipal services, a reliable labour force and an excellent quality of life. KBRS has partnered with Town of Oromocto in the recruitment of their next **Chief Administrative Officer**.

Reporting to the Mayor and Council of the Town of Oromocto, the Chief Administrative Officer (CAO) manages the day-to-day operations of the municipality, ensures quality in program delivery and services to residents, and leads a positive and highly engaged work environment. The CAO is directly responsible for the supervision, development, and succession of all Department Heads and is indirectly responsible for the supervision of all unionized and nonunionized Town employees and the RCMP Contract. As chief policy advisor to Council, the CAO provides recommendations to resolve issues and develops and implements policies, programs, and initiatives as directed by Council. While the CAO is tasked with providing recommendations to Council, they must also be able to support the decisions and direction the Council ultimately agrees upon. The CAO is responsible for attending Council meetings, providing advice and expertise to Council, performing liaison functions and cooperation with Base Gagetown and Oromocto First Nation and other duties as specified in legislation or by Council. The CAO provides an economic development leadership role as an active participant in regional economic development initiatives, and by maintaining strong connections with the local business community and Chamber of Commerce. This position is responsible to develop strategies to support business growth in targeted areas, establish relationships with external business stakeholders who may be investment prospects, all in cooperation with provincial government staff, other municipalities, and industry organizations.

As the ideal candidate, you are a dynamic seasoned leader with proven experience and understanding of the broad range of functions within diverse, multi-stakeholder, public sector environments. You are highly adaptable with a reputation for fostering a work environment characterized by respect, collaboration, inclusivity, and productivity at all levels. You are skilled at leading innovation in a manner that fosters collaboration among internal and external stakeholders and achieves strategic objectives. You have a proven ability to drive results while effectively working with multiple levels of government; you demonstrate passion and commitment to, and experience with, the delivery of effective and sustainable services and programs consistent with the Town's vision; you can generate good ideas, insights, alternatives, and strategic plans that have the potential to produce value for the Town. Your superior communication skills, both written and oral, and your proven abilities as a public spokesperson, allow you to effectively communicate with all stakeholders in helping to build consensus.

If you are interested in this exciting opportunity, please apply online at www.kbrs.ca/career/14516. For more information, contact Kevin Stoddart or Emma Wach at ewach@kbrs.ca.

We will provide support in the recruitment processes to applicants with disabilities, including accommodation that takes into account an applicant's accessibility needs. If you require accommodation in order to participate as a candidate in the recruitment process, please contact accommodate@kbrs.ca or communicate your needs to Emma Wach.