



Fort Frances offers the “Great Canadian Experience” inspired by blue lakes, rocky shores and boundless leisure and recreational options in all four seasons.

Located at the juncture of Rainy Lake and Rainy River, Fort Frances has evolved from a fur trade outpost in the 1700s to a recreational playground and gateway for tourists and adventurers alike. The waterways surrounding Fort Frances are

home to some of the best scenery in North Ontario. Sailors enjoy a variety of lake conditions to test their skills while families can picnic, sun, swim, and boat at one of the many secluded beaches. The Sorting Gap Marina provides an excellent place to dock and then tour the many historical attractions and sites of the town. Fishing and hunting are “boundless”!

Winter months in the Fort Frances area bring a different twist from Mother Nature. A thick blanket of snow annually offers up a winter playground full of options. Snowmobiling through bush trails and over lakes, ice fishing, curling, cross-country skiing, snowshoeing, and hockey are just a few of the activities enjoyed by residents and visitors in the area.

Chief Administrative Officer (CAO)

Are you a strong municipal leader with a proven record of building collaborative relationships with internal stakeholders and the boarder community? Can you drive innovation and move agendas forward in a multi-stakeholder environment? Are you prepared to address issues directly and say “no” when necessary? Do you have exceptional strategy, communication, and finance skills combined with political acumen? If so, this opportunity will be of interest to you.

The Town is seeking a forward facing experienced local government professional with a commitment to proactive communication, innovation, and best practices in leadership and management to serve as their next CAO.

As the ideal candidate, you are calm, emotionally intelligent, and an experienced municipal leader, who will grow to appreciate Fort Frances not only as a regional treasure, but also as your home. You will embrace the challenges, and corresponding rewards, of managing a town government for a community in transition. You are a patient, empathetic leader who will guide and inspire staff by fostering a positive, mission-driven environment across all departments. You will be an effective and engaging communicator with the ability to coach and mentor staff by modeling the standards you expect from your team. You are energetic with an impressive capacity to manage multiple priorities within a culture characterized by high standards of transparency and ethics.

Appointed by and reporting directly to the Mayor and Council, the CAO is responsible for the overall strategic planning, leadership and coordination of the activities and delivery of services which meet municipal strategies, objectives and plans as set out in the enacted by-laws, resolutions, policies and formal direction of Council. Your preparation likely includes:

- undergraduate degree in Business/Commerce, Public Administration, Public Policy, Engineering, or a related field.
- several years experience at a senior level interacting with elected officials and stakeholder groups.
- strong understanding of municipal finances and budgetary preparations.
- experience supporting meaningful and sustainable economic development activities.
- demonstrated experience in financial management, human resources management, municipal operations, economic development, and governance.

If your education and experience is reflected above, we would like to hear from you! To discuss the position in confidence, or to obtain detailed information please call or email. Resumes can be directed to: search@leadershipsource.ca

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