



## Chief Administrative Officer

**WATERHOUSE**  
EXECUTIVE SEARCH

The Township of Stirling-Rawdon sits ideally nestled amongst the rolling hills of Hastings County, Ontario. With a population of 5,000, this friendly community is only 15 minutes north of Belleville and 20 minutes northeast of Trenton. The Township formed in 1998, when the Village of Stirling and Township of Rawdon amalgamated. The Village of Stirling was officially founded in 1858 by settlers who named their new home after Stirlingshire, Scotland, since the lush landscape reminded them of the Scottish Highlands.

Over a century later, the landscape remains the same, despite the Township having grown to include hamlets. Stirling-Rawdon may be agricultural-based, but it also has a thriving Urban Centre filled with local businesses. There are seasonal events such as the Stirling Agricultural Fair, Go-Buff Festival and Village Christmas, proving there's so much more to this eclectic Township. We are also home to the Sterling Festival Theatre.

While the Township is mostly rural, 2,000 people live within the Village of Stirling. Known to be one of largest agricultural communities in Hastings County, there is a good mix of farms, from dairy to cash crops. Other businesses include a good assortment of retail options, and an active cabinet making sector as key industry pillars. In addition, Stirling-Rawdon is a wonderful location for tourism because they are a reasonable distance from Toronto, Ottawa, and Montreal. Stirling-Rawdon is growing community with capacity to expand significantly. It has also maintained its rural flavor and is known as a desirable community to live-in and visit. Younger families moving to the area are attracted by the new subdivisions, education facilities and access to healthcare while those of an older demographic continue to enjoy the same services, affordability and the unique community characteristics.

With a combined operating and capital budget of approximately \$10M and over 40 permanent and part-time staff, the [Township of Stirling-Rawdon](#) is committed to meeting the needs of our residents and business community by delivering efficient and effective services.

### Inspire our Future as our Chief Administrative Officer

As the ideal candidate you are an inspiring, principled, and collaborative leader with a proven track record of results and accomplishments in an efficient and fiscally accountable fashion with related experience from either a public sector or private sector organization. You have exceptional communication skills and the political acumen to interact with an engaged council, diverse stakeholders, foster the development of partnerships, develop our workforce and inspire our employees, while ensuring customer service excellence. Lastly, you will have an exceptional understanding of forward-thinking strategies as it relates managing responsible growth, ensuring effective municipal operations in a fiscally accountable fashion and guiding our organization into the future, while retaining our small-town community charm.

Reporting to the Mayor and Council, the **Chief Administrative Officer** is responsible for the strategic leadership and efficient delivery of all the municipality'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 to and support our strategic priorities. You will recommend policies, plans, and programs that benefit our residents by being innovative, accountable and fiscally sound. You will work to enhance growth and development in the community, as well as ensure the effective utilization of resources through the priorities and guiding principles as identified by Council.

Leading a talented team, you will inspire a dedicated workforce and help foster a workplace culture focused on service excellence, innovation and teamwork while positioning Stirling-Rawdon as an employer of choice. Stirling-Rawdon offers a competitive compensation package including benefits, vacation, training and development, not to mention an opportunity to work with an engaged Council in a beautiful community.

### How to Apply

To explore this opportunity please apply via email by **June 15<sup>th</sup> or sooner** to [careers@waterhousesearch.net](mailto:careers@waterhousesearch.net) quoting project **SR-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.*