

Originally inhabited by the Sto:lo First Nations people and founded in 1892, Mission, BC is nestled on a southern coastal mountain slope overlooking the lush valley of the mighty Fraser River. A rapidly growing and dynamic centre with a population of over 38,000 residents, Mission is only a 15 minute drive north of the US border, and approximately 70 kilometers east of Vancouver, BC. The municipality maintains an open and welcoming attitude to new residents, investors and visitors alike. Come and see for yourself why Mission is the 'Jewel in the Valley'.

If...

working for a growing community and making a difference...
working for a progressive employer in the beautiful Fraser Valley...
working with an exceptional team, appeals to you...

You may be the person we are seeking.



CHIEF ADMINISTRATIVE OFFICER

***Are you a visionary leader with outstanding organizational and interpersonal skills
and a broad range of experience?***

With the pending retirement of our CAO, we are offering an exciting opportunity to serve as the Chief Administrative Officer in a progressive, fast-growing community. Reporting to the Mayor & Council, you will be responsible for managing the day-to-day affairs of the municipality.

As the leader of our senior staff, you will provide strategic leadership, strategic planning and direction to all facets of District operations. With a focus on innovation, collaboration and customer service, you will support Council in achieving its overall strategic goals and objectives.

You possess an open, team-oriented leadership style and welcome the challenge of seeking continuous improvements in organizational efficiency. It is essential that you are able to develop and maintain positive relationships with a wide variety of internal and external customers and that you are able to demonstrate your proven customer service philosophy - high level problem-solving and strong people skills are essential.

As the preferred candidate you have a solid academic background and a career of demonstrated leadership experience in the public sector.

In return for your valued contributions, you can expect a competitive compensation package and the opportunity to work with an outstanding team. If your experience and education have prepared you for success in this position and you are committed to supporting a respectful, healthy, and safe working environment, we invite you to apply.

Those interested are asked to find out more details about the duties of this position and Mission, BC at www.mission.ca. If this challenging career opportunity is for you, please forward a cover letter and resume, marked '**Confidential - #2012-E01**', by Monday, February 27, 2012 to:

District of Mission | Attn: Glen Robertson, CAO
Box 20, 8645 Stave Lake Street | Mission, BC | V2V 4L9
grobertson@mission.ca | 604-820-3704

***We thank all interested candidates however, only those selected for an
interview will be contacted.***

LIVE WORK AND PLAY