



CHIEF EXECUTIVE OFFICER - POSITION PROFILE

1. A strategic communicator; able to adapt and tailor the conversation or presentation to a variety of audiences and contexts; understands the importance of both formal and informal communications
2. Ability to break down organizational silos and exhibits a strong horizontal style leadership; leads initiatives across the organization; rather than using the more traditional up-and-down approach
3. Talented broker and strategic negotiator in both an “at the table” sense as well as behind the scenes
4. An entrepreneurial, transformational leader who has the ability to vision and explore innovative service delivery models
5. A bold decision-maker who is not afraid to make a mistake and have the ability to learn from it; track record as a decision-maker; results-oriented and performance-driven; links short-term actions and long-term goals
6. Believes in and drives for results and accountability at all levels; pragmatic, believes in delegating responsibility and holding individuals accountable for results and performance; encourages the establishment of high standards and stresses the importance of continuous improvement; is prepared to ask tough questions and address substandard performance quickly and effectively; assumes responsibility for decisions and results
7. Excellent interpersonal skills, capable of relating effectively to a diverse range of people, personalities and styles (both internal, external and Union Representatives); demonstrated ability to work collaboratively with stakeholders in establishing and building relationships with all stakeholders groups; an objective sounding board and voice, able to listen to vested interest groups and make objective recommendations that are best for the municipality; ability to speak the ‘partners’ language and establish and immediate rapport; exhibits integrity and develops trust easily; willingly accepts the trust delegated by the Board.
8. Exhibits a “boardroom” presence, credible and articulate, able to present and sell concepts and plans to the Board and other external stakeholders
9. Track record of building strong teams; demonstrates the ability to energize, motivate and lead an organization to achieve objectives; demonstrates the ability to build a sense of confidence and consensus, and create a positive and constructive work environment; sensitive to team needs, show honesty and genuine interest in their concerns, avoids arrogance and defensiveness,

develops sound solutions or approaches; requests, listens to and responds to feedback

10. A solid strategic visionary and implementer of plans; experienced in the development of strategic plans, including operational priorities and associated resource allocation requirements; ability to translate strategic vision into plans for implementation and execution
11. Enhanced analytical problem-solving skills; ability to think critically; a realist who exhibits a common-sense approach to resolving problems
12. High energy level and self-starter who exhibits high adaptability and flexibility to changing systems, conditions or priorities; responds quickly to requests and meets deadlines and budgets
13. Utilizes a variety of management styles, depending on the situation, with a capacity to facilitate groups through issues, leads by example; action-oriented; generates original and innovative ideas and solutions; has a common improvement perspective; high tolerance for change
14. Has a solid personal awareness and capacity to build a team to capitalize on strengths and minimize limitations
15. Enjoys their role in the community