



THE MUNICIPALITY OF ARRAN-ELDERSLIE is currently recruiting for a Facility, Parks and Recreation Manager

Reporting to the Clerk, the Facility & Recreation Manager is an integral member of the management team. The successful candidate will be responsible for the management and operation of the Municipality's facilities including three arenas, two outdoor pools, municipally owned buildings, community centres and parks. The successful candidate will provide effective advice to Council in developing and implementing departmental policies and objectives and provide effective leadership to staff, directing the human, financial and physical resources of the Facility, Parks and Recreation Department.

The ideal candidate will bring to the position:

- Minimum five years' experience in a management position with demonstrated skills in preparing and monitoring capital and operational budgets, employee supervision in a unionized environment and public relations;
- Strong customer relation skills and experience working with a broad range of community groups and organizations and the general public.
- Effective interpersonal, oral and written communication, time management, report writing and information technology skills.

Additional assets we will consider are:

- Knowledge and skills in recreation facilities management acquired through a Community College diploma program, or Ontario Recreation Facilities Association certification as a registered Recreation Facilities Manager (RRFM) or Certified Ice Technician (CIT);
- Experience in a recreation and parks setting;
- Experience and technical knowledge of compressors, heating and air conditioning and similar equipment, swimming pools and building maintenance.

This is a full-time management position will be commensurate with qualifications. The Municipality offers a competitive benefits package.

Qualified applicants are invited to submit a cover letter, resume and references, marked "Private and Confidential" by regular mail, personal delivery or e-mail no later than 4:30 p.m. on Friday, July 15th, 2011 to:

Peggy Rouse, Clerk
Municipality of Arran-Elderslie
1925 Bruce Road 10, P.O. Box 70
Chesley, Ontario N0G 1L0
E-mail: aecareers@bmts.com

We thank all applicants who apply for the position, but only those candidates selected for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected under the authority of the Municipal Act 2001 and will only be used for candidate selection. The Municipality of Arran-Elderslie is an equal opportunity employer.