

## **CHIEF ADMINISTRATIVE OFFICER – Grey Sauble Conservation Authority**

Grey Sauble Conservation Authority  
Owen Sound, Ontario, Canada

Grey Sauble Conservation Authority (GSCA) is one of 36 Conservation Authorities established in the Province of Ontario under the Conservation Authorities Act (R.S.O. 1990). GSCA is a community-based environmental agency which owns and manages 11,734 hectares (28,995 acres) of some of the most scenic and environmentally sensitive lands in Grey and Bruce Counties. For over 60 years, GSCA has been offering local renewable natural resource programs and services to its watershed municipalities and land owners. The organization employs 24 permanent and contract staff with several seasonal and part time employees as required. The annual operating budget is approximately \$3 million.

### **Overview:**

GSCA is recruiting a Chief Administrative Officer (CAO). This position directs all administration, financial, technical and field operations. The CAO reports to the Chair and Board of Directors. The position is expected to develop and maintain an effective program to further the conservation, restoration, development and management of the natural resources of the watershed area.

### **Qualifications:**

The successful candidate must have graduated with an honour's degree in a natural resource management discipline or other related field or commensurate experience. They must possess extensive knowledge of the principles and practices of natural resource management on a watershed basis and have extensive knowledge of provincial, municipal, county and conservation authority legislation acquired through progressively responsible experience. The successful person must have detailed knowledge of conservation authority programs and finances. The skills required include: demonstrated administration experience and ability; organization, managerial and staff development abilities; strong communication ability, tact and good judgement. The successful candidate must have the ability to maintain good working relationships with the Board of Directors, elected representatives, and staff of municipalities, counties and provincial ministries. They must possess initiative, strong decision making and planning skills and have the ability to direct the total program of GSCA. The successful candidate must possess and maintain a valid Ontario class "G" driver's licence.

### **Salary:**

An excellent benefit and pension plan is available and salary will be negotiated commensurate with the successful candidates qualifications and experience.

### **Application Process:**

Application (including covering letter, detailed resume and references) to be forwarded by either:

- E-mail in a .doc or .pdf format to [grant.mclevy@grey.ca](mailto:grant.mclevy@grey.ca) OR
- Regular mail to: Grant McLevy, Director of Human Resources, The County of Grey, 595 9<sup>th</sup> Avenue East, OWEN SOUND, ON N4K 3E3 Fax 519-376-4082

**Deadline for Applications is 4:30 p.m., Friday, November 29, 2019.**

Only those selected for interviews will be contacted.