**CHIEF ADMINISTRATIVE OFFICER**

Town of Lumsden and R.M. of Lumsden No. 189

This is a unique Joint Administration opportunity to become part of the vibrant future of the Lumsden area. Candidates seeking a rewarding career opportunity with progressive Councils in one of Saskatchewan’s most beautiful communities are invited to submit their resume in confidence to the selection committee.

The Town of Lumsden and Rural Municipality of Lumsden No.189 are growing municipalities in a mixed farming area, with significant residential/acreage and commercial development and a stewardship responsibility of sensitive/hazard land areas located in the beautiful and eco-sensitive Qu’Appelle Valley. The office is located in the Town of Lumsden approximately 15 minutes north-west of the City of Regina, SK. on Highway #11. The Town has excellent educational, recreational and shopping facilities.

Working closely with the Mayor, Reeve and Councils, you will be responsible for managing the constantly changing and increasingly complex day-to-day affairs of the community. You will provide the leadership skills required to lead a staff of dedicated team professionals and play a key role with council in planning and executing a strategic vision that meets both current and future needs of the area.

As the ideal candidate you will fully understand the challenges facing a progressive, modern day municipality, and have a track record of demonstrating your capabilities as Administrator. You are a take charge, visionary strategic thinker with strong interpersonal skills and a demonstrated ability to communicate and deal effectively with the public. You are team orientated and able to provide strong leadership.

Preference will be given to candidates with an Urban Advanced Certificate – Level 2 and Rural Class A Certificate in Local Government Administration.

The position will enjoy a strong support staff of a Chief Financial Officer, an Assistant Administrator, 3 Office Service Clerks, 3 Public Works Managers (2 Town and 1 RM), a Community Co-ordinator (Town) and a Planner (in the midst of being hired).

This position offers a competitive salary and uses the UMAAS Salary schedule as a guide; the right candidate can expect a salary and benefits package that reflects their level of experience.

Forward resume and cover letter to the Lumsden Municipal Office at Box 160 Lumsden, SK. S0G 3C0, email [town.lumsden@sasktel.net](mailto:town.lumsden@sasktel.net) or Fax 306-731-3572. Preference will be given to applications received by **August 11, 2017** however the position will remain open until filled. Applicants should state their work experience and expected salary.

For more information on the position and a complete description of this exciting opportunity, you can visit us at www.lumsden.ca or call Darcie at (306) 731-2404.

*We thank all who apply and advise that only those selected for further consideration will be contacted.*