

Literacy North Halton seeks board members

The non-profit adult literacy organization, Literacy North Halton, needs new board members.

Experience in marketing, fund-raising and an interest in adult literacy preferred. Meetings are once a month on Tuesday evening plus 3-6 hours per month required for a two-year commitment

Please email literacy@bellnet.ca for information and application forms. For more info: www.literacynh.org



EMPLOYMENT OPPORTUNITY

CHIEF ADMINISTRATIVE OFFICER

Halton Hills, situated on the western edge of the GTA, comprises over a dozen historic towns and villages - Acton and Georgetown being the two largest - each offering their own unique attractions, events and special historical qualities. The Town of Halton Hills, serving about 60,000 residents has a special atmosphere of small town living, yet is still an easy commute to Toronto.

As CAO, you will report to Council and will contribute leadership, strategy, direction and enthusiasm, to 240 full time and over 400 part time staff while managing a budget in the order of \$55 million. You will work closely with the Mayor and Council and the senior management team to implement the community's vision, implement Council's directions and establish targets and standards of performance and lead Halton Hills to build on past success and realize its full potential. You will utilize your passion and good judgement to ensure that capital, human resources and business processes are aligned and in place. You will engage the organization to deliver the highest calibre of services to the community.

You have an established track record as a creative and innovative leader and are comfortable working and collaborating across the organization as well as with Council, business and community groups and other levels of government. You have a history of inspiring others with a shared enthusiasm for results and accountability. You are well known as a consensus-building executive and a relationship builder, advisor, advocate and leader in a multi-stakeholder environment. You possess a highly developed level of ethics, values and integrity and are an accomplished strategic communicator who builds high-performance teams.

You are a CAO or senior executive in a municipality or other complex organization with diverse stakeholders. You foster excellence in others and are known for your ability to motivate, mentor and lead with respect, honesty and fairness. Work with the Mayor and Council and a highly skilled and dedicated workforce to create an even better place to live and work.

To explore this exciting opportunity in confidence, email OrganizationConsulting@HaltonHillsCAO.org with a detailed resume Monday, May 28, 2012. 50

Personal information is collected under the authority of the Municipal Act, 2001 (S.O. 2001, c. 25), and will be used to select a candidate.

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