

A family of four is running happily on a paved path in a park. In the background, a large yellow Ferris wheel with colorful gondolas is visible against a clear blue sky. The family consists of a man in a blue shirt, a woman in a black patterned dress, and two young boys in orange t-shirts. The overall scene is bright and cheerful, suggesting a community event or a family outing.

Opportunity Profile
General Manager
Community Services



City of
Saskatoon



Introduction

The City of Saskatoon is searching for its next General Manager of Community Services to lead one of its customer-facing divisions and join the City's Executive Leadership Team. Reporting directly to the City Manager, the General Manager of Community Services provides strategic leadership for the Community Services Division and contributes towards the corporate direction, policy, and decision-making while achieving the divisional mission, goals, and objectives. This position is a key communication link within the administration, and between administration, City Council, and the general public.

The incumbent will have the opportunity to drive change and have a significant impact in the lives of all residents and businesses. We are looking for someone who understands the great value of the community and building trust within the community, as well as the importance of ensuring programs, services, hard infrastructure and social infrastructure reflect the changing needs of the community. As the Community Services Division has experienced a lot of growth over the past couple of years, we are looking for a champion to keep up the momentum, encourage positive change, and lead through change initiatives.

This candidate package includes information about the General Manager of Community Services role, a description of who we are looking for to fill this vacancy, a summary of key responsibilities, and more information about the Community Services Division, the reporting structure within the City of Saskatoon, and why Saskatoon is a great place to live, work, learn and play.

We encourage interested candidates to email **Chelsey Mack**, HR Shared Services Director with the City of Saskatoon for more information about the role, or to visit saskatoon.ca/GMCommunityServices to apply.

Content

About the Role	4
<i>Who we are looking for</i>	4
<i>Responsibilities</i>	5
About the Community Services Division	6
Working for the City of Saskatoon	7
Living in Saskatoon	8
Express your Enthusiasm	8





About the Role

The General Manager of Community Services is responsible for the provision and facilitation of the City's Community Services. This includes Building Standards (building and plumbing permitting), Community Standards (Bylaw Compliance, Business Licensing & Parking), Parks (parks, sport fields, cemeteries, & urban forestry), Planning and Development (regional planning, development review, neighbourhood planning, and planning special projects), and Recreation and Community Development (Leisure Centres, outdoor pools, community development, social development, indigenous leadership and immigration initiatives, public art, community grants, Forestry Farm Park and Zoo, Gordie Howe Campground, dog parks, arenas, golf courses, Nutrien Playland, playgrounds, paddling pools, and spray parks).

As a key member of the City of Saskatoon's Senior Leadership Team, this position functions as a key advisor and strategist for the City Manager regarding corporate issues such as strategic planning, financial planning, business planning, and human resources policy.

The incumbent will be responsible for maintaining a broad social and business perspective on the community and providing strategic guidance and providing professional advice relating to the City's role in orderly urban growth and development, neighbourhood sustainability, contributing to a business-friendly and business-ready environment, and addressing key contributors to quality of life.

Who we are looking for:

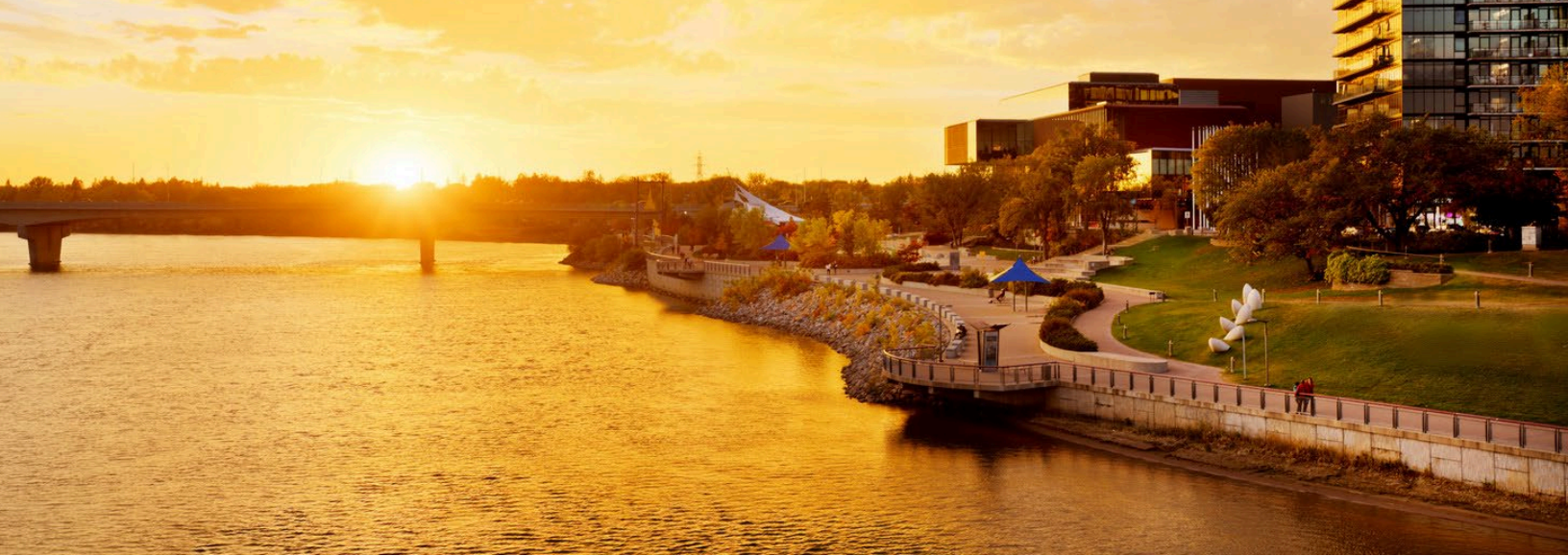
- An accountable individual who takes ownership and responsibility for the timeliness of work and departmental commitments.
- An adaptable and collaborative leader who understands and respects the fact that partnerships – both formal and informal – are key to the success of the division.
- The successful candidate will have the ability to manage and leverage both internal and external resources in support of the division's objectives.
- As an articulate and strategic leader, we are looking for a skilled communicator who can discuss issues and potential solutions or strategies at a broad conceptual level, while ensuring the vision is consistent with the corporate mission, vision, values, and goals.
- The incumbent will be an effective orator with strong political acumen and is comfortable in the public forum. The individual should be able to effectively maneuver through complex political situations and skillfully navigate through difficult situations.



Responsibilities include:

- Ensures all departments within the division prepare business plans that aligned with the City's strategic and business plans, within the established fiscal parameters, and include contextual considerations of local, regional, and national trends, issues, and demands.
- Ensures responsible coordination of capital allocation through evaluation, assessment, and approval of departmental costs and benefits on projects and initiatives.
- Coaches, mentors, supports, motivates, and provides advice to staff who are both directly accountable to the General Manager and indirectly to other divisions.
- Maintains contacts with a broad range of building and development organizations as well as social and community-based organizations and agencies for the purpose of information sharing, partnerships, joint ventures, and collaborations.
- Confers with federal and provincial governments, private businesses, other municipalities, and the public about matters related to divisional activities to promote the City's involvement in the broader government community and to ensure implementation of best practices related to local government.

A full list of responsibilities can be found on the [City of Saskatoon Careers page](#).

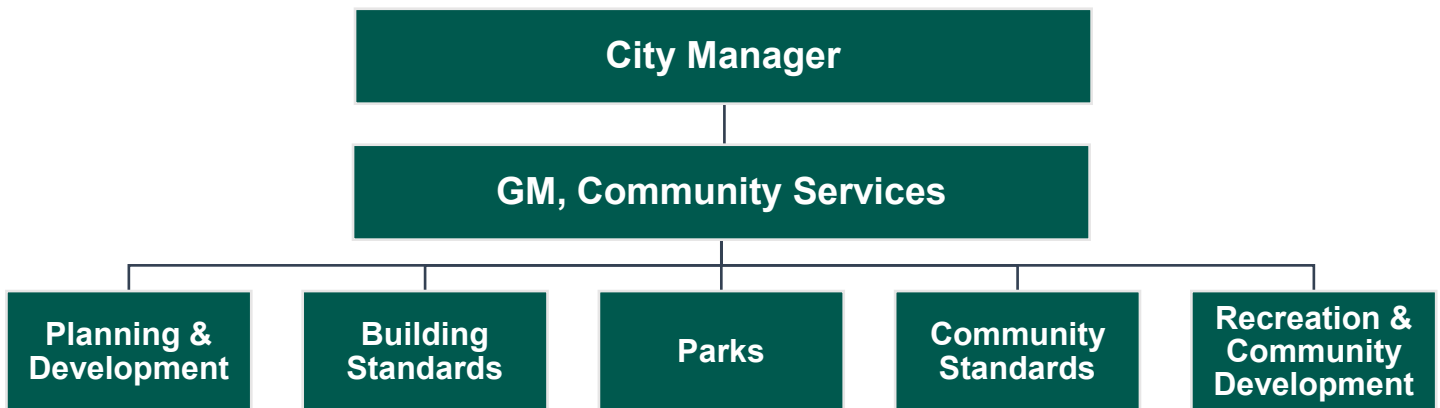


About the Community Services Division

The Community Services Division is one of the City of Saskatoon's customer-facing divisions. Collectively, the division works to deliver and manage a wide range of services, facilities, and amenities that are fundamental to creating the type of community in which people would want to live, work, learn, and play.

Reporting structure

There are approximately 900 to 1,000 employees within the Community Services Division across its five departments. Here is a high-level view of the division's reporting structure:





Working for the City of Saskatoon

We pride ourselves on living our core values of People Matter, Respect, Integrity, Safety, Trust and Courage. We live our values every day to help us achieve our vision of making Saskatoon a great place to live, work, learn and play. We want people who connect to our vision and our values.

We are committed to continuous improvement, innovation, and attracting talented people from all over Canada and around the globe.

We are ONE CITY. City Council and Administration work together to best serve the residents of Saskatoon.

We are creating a collaborative and high-performing culture that builds on our vision, mission and common purpose. Through our shared values and Strategic Plan, we are committed to supporting each other to provide excellent public service.

Our Purpose:

- > **We are making** Saskatoon a great place to live work, learn and play every day.
- > **We are creating** a welcoming workplace where each of us are encouraged to realize our full potential.
- > **We are building** a sustainable future upon our predecessors' legacy and history of success.
- > **We are exceptional** in delivering public services.
- > **We are innovative** and unleash creative solutions and investments that contribute to a great city.
- > **We adopt and support** behaviours that reduce the environmental footprint of the city.



Living in Saskatoon

Saskatoon's quality of life is high because the cost of living is low. Compared to similar cities across Canada, Saskatoon has one of the lowest costs of living. Here, you can access the business, infrastructure, and recreational amenities of a big city at a fraction of the cost.

Additionally, the average commute time within the City of Saskatoon is less than 20 minutes, which is a significant gain over the national average of more than 26.

Whether you're a culture-goer or an outdoor enthusiast, Saskatoon is a destination with lots to see and do. In addition to the Meewasin Trail, which spans more than 105 kilometres and runs along both sides of the South Saskatchewan River, Saskatoon is also home to the Wanuskewin Heritage Park, the Remai Modern art gallery, and boasts the highest number of restaurants per capita in Canada.

Visit <https://sreda.com/life-in-saskatoon> to learn more about what Saskatoon has to offer!

Express Your Enthusiasm

For more information about the role or to express your enthusiasm, please email [Chelsey Mack](mailto:Chelsey.Mack@saskatoon.ca), Director of HR Shared Services indicating the job title in the subject line of the email.



To apply, please visit saskatoon.ca/GMCommunityServices.