

## Director of Development Services

*Find out why our AMAZING employees love working for the City of Port Coquitlam! Affectionately known as "PoCo", we are an award winning, values-based organization made up of a diverse and dedicated team of people who care deeply about the community they serve.*

Are you a seasoned professional who gets excited about leading and inspiring an organization to meet its strategic goals and look at barriers as opportunities for innovation or improvement? If so we would like to speak to you!

Reporting to and working closely with our Chief Administrative Officer, in addition to your departmental responsibilities of organizing, planning, coordinating and directing all Planning and Development activities, you are an integral member of our senior management team providing collaborative, city-wide leadership and strategic direction. In the Director role, you oversee a team of talented managers and are an advocate for promoting a "One City" culture where the overall City's interest is placed ahead of individual departments.

**If many of the following characteristics and skills describe you then we encourage you to apply:**

- Proven communication, leadership and problem solving skills;
- An ability to build effective relationships with key stakeholders in a municipal or public sector setting;
- Have held progressively more senior roles; and
- Have a minimum of ten years of experience in the Development Services field with a complimentary professional degree and designation.

**Our ideal candidate has:**

- A positive, energetic, "can-do" approach to work;
- A sense of humour and playful attitude;
- A proven history of positively influencing a wide range of superiors, employees and stakeholders;
- Exceptional relationship building skills ground in the ability to quickly establish credibility, trust and presence;
- Strong strategic thinking skills along with an ability to operationalize abstract or vague direction into action;
- An ability to quickly assess and confirm complex situations through effective listening, consultation, data analysis and analytical skills;
- Creative problem-solving skills and openness to finding solutions using new and innovative approaches and ideas;
- Experience balancing Council demands and directives with existing priorities and available resources;
- A passion for growing, developing and empowering staff;
- A drive to continually improve customer experiences and successfully engage community members;
- An ability to deliver compelling presentations and write concise, impactful, easy to understand reports on complex topics; and
- A demonstrated commitment to ongoing learning and personal development.

Qualified individuals are encouraged to apply online by February 13<sup>th</sup> at [www.portcoquitlam.ca/cityjobs](http://www.portcoquitlam.ca/cityjobs) quoting competition #22-014e.

***All prospective employees are required to complete a criminal record check.***

***City Employees are required to be fully COVID-19 vaccinated as a condition of employment.***

***We wish to thank all applicants for their interest and advise that only those to be interviewed will be contacted.***