



Position Profile

Director of Public Works (on site)

www.brazeau.ab.ca

www.HumanEdgeGlobal.com

ABOUT BRAZEAU COUNTY

Brazeau County is a vibrant and growing community where industry and commerce join forces with outdoor recreation and western culture! Located in west-central Alberta, just 30 minutes south of the Yellowhead Highway 16 and just 60 minutes from the Canada–Mexico trade corridor of Highway 2 and the Edmonton International Airport, Brazeau County is country living at its best.

Nestled in the heart of Alberta, Brazeau County is a hidden gem offering unparalleled opportunities to live, grow, and thrive. Whether you're looking for a fresh start, a family-friendly environment, or a tranquil retreat, Brazeau County welcomes you with open arms. With breathtaking landscapes and a strong sense of community, there's no better place to call home.

There are many reasons to call Brazeau County "home".



1. A Natural Wonderland

- **Breathtaking Scenery:** Immerse yourself in the beauty of rolling hills, lush forests, and pristine rivers.
- **Outdoor Recreation:** Hike, fish, camp, snowmobile, or canoe—the possibilities for adventure are endless in every season.
- **Parks and Trails:** Explore local gems like Eagle Point-Blue Rapids Parks, a haven for nature enthusiasts and families.

2. Family-Friendly Atmosphere

- **Excellent Education:** Benefit from quality schools and educational programs that focus on developing young minds.
- **Safe and Welcoming Communities:** Brazeau County is a place where neighbors know each other and kids play freely.
- **Recreation for All Ages:** Local sports leagues, community programs, and family-friendly events create lasting memories.

3. Thriving Economy and Job Opportunities

- **Diverse Industries:** From agriculture and energy to forestry and tourism, Brazeau County is a hub of opportunity.
- **Entrepreneurial Support:** If you're a small business owner or entrepreneur,

the county provides resources to help your business succeed.

- **Local Employment:** Find fulfilling work opportunities in a range of fields, supported by a skilled and motivated workforce.

4. Convenient Location

- **Proximity to Urban Centers:** Located just a short drive from Edmonton, enjoy easy access to big-city amenities while living in a serene rural setting.
- **Efficient Travel:** Well-connected highways make commuting and exploring Alberta simple and stress-free.

5. A Connected and Caring Community

Brazeau County residents are known for their warmth and hospitality. With regular festivals, farmers' markets, and community events, it's easy to feel at home and form meaningful connections.

6. A Lifestyle You'll Love

Escape the hustle of city life without sacrificing convenience. Whether you're enjoying a quiet evening under the stars or participating in vibrant local activities, Brazeau County offers a lifestyle that's both fulfilling and relaxing.

7. Your Gateway to Adventure

Outdoor enthusiasts will find no shortage of activities in Brazeau County. Explore winding trails, fish in crystal-clear rivers, or camp under a canopy of stars. The great outdoors is your backyard.



ABOUT THE OPPORTUNITY

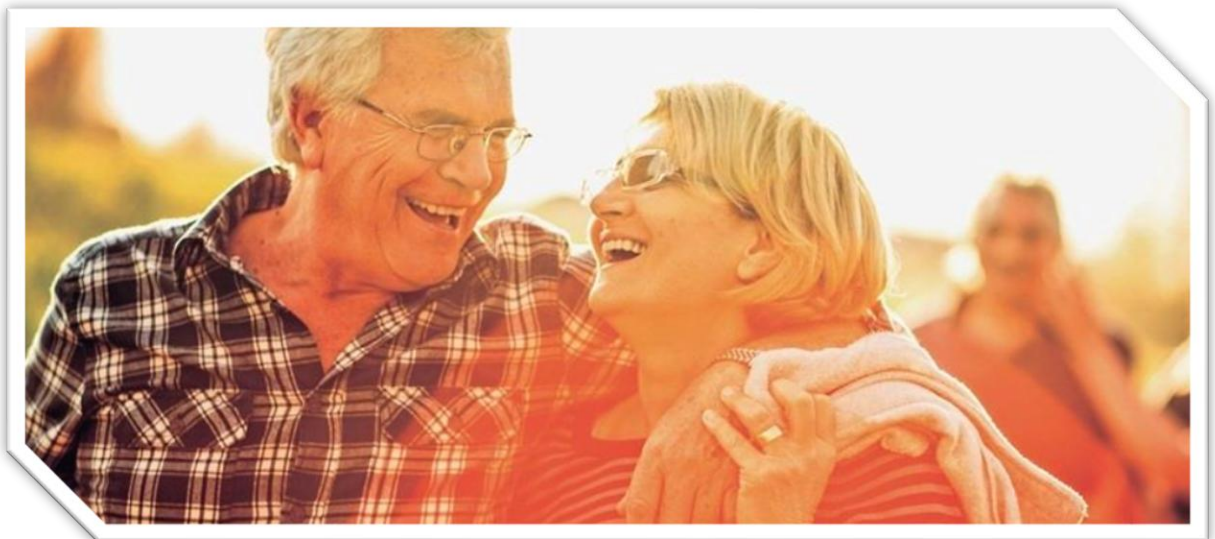
Reporting to the Chief Administrative Officer, the Director of Public Works (DPW) is a member of the Senior Management Team responsible for strategic leadership, administrative management, and the overall operations of the Public Works department including planning and directing comprehensive construction, maintenance, fleet, waste, water and wastewater utility programs. This position also plans and implements department objectives and initiatives in alignment with the Council's strategic plan, corporate strategies, and business unit plans to maximize service delivery with a high degree of fiscal responsibility.

The DPW's direct reports include a(n):

- Operations Manager
- Public Works Manager
- Project Manager
- Utilities Supervisor
- Fleet & Facilities Supervisor
- Maintenance Supervisor

KEY RESPONSIBILITIES

- ✓ Develop the department's goals, policies, and processes, and establish resource allocation in alignment with the organizational strategy, ensuring the safe and effective delivery of all initiatives.
- ✓ Ensure fiscal responsibilities are met within the scope of the position and division; responsible for the effective management of assigned budgets which includes, but not limited to, operation and capital spending, budget development, asset management plans/schedules, tender evaluation, financial reporting, and grant accounting.
- ✓ Establish and maintain positive relationships with community organizations, Federal and Provincial government departments, and neighboring municipalities with respect to matters of interest to the County.
- ✓ Recruit, professionally develop, mentor, coach, and evaluate all department staff. Conducts regularly scheduled meetings with all department staff to review operations, communicate expectations, advise on policy or procedure changes, and to share information of general interest to the team.
- ✓ Prepare and present reports and professional advice/opinions to the Chief Administrative Officer, Council, Council Committees, and the Senior Management Team on public works and infrastructure matters such as, but not limited to, levels of service, performance, activity, project updates, legislative matters, and issues.
- ✓ Work collaboratively with all members of the senior management team and facilitate strong interdivisional/interdepartmental working relationship to ensure others are supported to achieve deadlines and complete projects/tasks.



QUALIFICATIONS

- Undergraduate degree in public/business administration, and/or civil or construction engineering. An equivalent combination of education and experience may be considered.
- Minimum five years in a leadership/supervisory role.
- Professional designation as a Professional Engineer or Certified Engineering Technology is an asset.
- Minimum of three years experience in municipal public works or infrastructure is preferred.
- A strong service focus with highly effective verbal and written communication skills.
- Knowledge in Federal and Provincial legislation.
- Clear and confident presentation skills with the ability to address different audiences when required.
- Proven successful leadership skills ranging from facilitation, negotiation, and mediation skills to effectively manage and lead a large team.
- Excellent time management skills and ability to prioritize, multi-task and delegate.
- Proficient computer skills using Office 365.



EQUAL OPPORTUNITY

Brazeau County is committed to an equitable, diverse, and inclusive workforce. We welcome applications from all qualified candidates. We encourage First Nations, Métis, and Inuit persons; members of visible minority groups; persons with disabilities; persons of any sexual orientation or gender identity and expression; and all those who may contribute to the further diversification of ideas and the organization.

COMPENSATION

The salary range for this position will be **\$127,342 to \$169,793** annually. Salary will be commensurate with the skills and experience of the successful candidate. The County offers a comprehensive extended health benefits package, pension, flexibility, and generous time off as part of our compensation package.

CONFIDENTIALITY

In compliance and consistent with the Personal Information Protection and Electronic Documents Act ("PIPEDA"), HumanEdge shall respect the privacy and confidentiality of all personal information provided directly or indirectly verbally, electronically or in print throughout the process of candidate engagement in our search assignments.

Resume and Cover Letter can be submitted in confidence to:

Todd Sharpe, Partner
todd@humanedgeglobal.com

**Application Deadline is
January 10, 2025**