

Executive Director, Municipal Licensing & Standards

Toronto, ON

Job Classification Title	EXECUTIVE DIRECTOR ML&S
Requisition #	2319116
Division	Municipal Licensing & Standards
Section	
Work Location	CITY HALL, 100 QUEEN ST W
Job Stream	Executive
Job Type	Permanent, Full-Time
Salary/Rate	\$196,596.40 - \$221,166.40 / Year
Hours of Work (bi-weekly)	70.00
Shift Information	Monday to Friday, 35 Hours per Week
Wage Grade	12
Affiliation	Non-Union
Job Code (PSG)	TE0021
Number of Positions Open	1
Posting Date	31-Jan-2019
Expiry date	14-Feb-2019

Job Description

Please note: The Salary/Rate reflects 2018 rates.

This pivotal mandate with the City of Toronto Municipal Licensing & Standards Division would be an exceptional career move for an innovative, results-oriented leader with an impressive track record of success and excellence in building high performance teams, outcomes based service delivery, and business transformation. If you're such a professional and you're up to the exciting challenges of this senior role, let's talk.

Reporting to the Deputy City Manager, you will be responsible for advancing and delivering the highest level of progressive, practical and responsive services to the public relating to the enforcement of City By-laws and standards, including municipally regulated businesses and the care and control of domestic animals. With this mission in mind, you will set the overall strategic and operational direction of the Division by establishing divisional goals and objectives that are closely aligned with the strategic planning initiatives of the City of Toronto.

As Executive Director, you will lead and direct the development of innovative strategies, programs and new initiatives that balance stakeholder expectations with respect to municipal law enforcement and regulation, and you will provide sound advice and expertise to the Deputy City Manager and Council regarding issues and directions impacting policies and programs.

An effective negotiator and persuasive communicator, you will collaborate horizontally and create opportunities for shared success with other City divisions, programs and agencies, boards and commissions (ABCs), provide leadership within the Corporation to anticipate and address potential

obstacles or conflicts, and facilitate opportunities for shared success with internal and external partners. These strong interpersonal abilities will also contribute to your success in managing media relations and representing the City in the media and other public forums relating to Municipal Licensing & Standards.

Your credentials as the successful candidate will include a post-secondary education in Public Administration Management, a field relevant to Civic Management, or a professional discipline pertinent to the job function, or a relevant combination of education and experience. This is complemented by significant management experience, with a relevant track record of performance in core divisional functions within a major public or private sector organization providing services directly to the public, and extensive knowledge of related issues and trends.

With your proven experience managing in environments with extensive scope, complexity and diversity of operations while balancing competing interests, you're also prepared to ensure the cost-effective and responsible management of the Division's financial, material and human resources to achieve results. This will include providing ongoing leadership to a diverse workforce with a view to ensuring effective teamwork, high standards of work quality and organizational performance, while promoting continuous learning and innovation, as well as facilitating effective labour relations by interpreting, and ensuring compliance with, collective agreements in place.

In the complex environment in which we operate, your exceptional human relations skills will prove invaluable as you build effective and sustainable working relationships at all organizational levels and with elected officials, and represent the Division professionally with key external stakeholders and partners, while demonstrating the highest integrity and ethical standards. Equally important in this regard will be your understanding of the intricacy of the political environment and the role of the public service in providing professional advice and recommendations to inform Council's decision-making.

Work for the City you love

Toronto is Canada's largest city, the fourth largest in North America, and home to a diverse population of about 2.8 million people. Consistently ranked city Public Service as Executive Director, Municipal Licensing & Standards within our Municipal Licensing & Standards Division.

For more information on this and other opportunities with the City of Toronto, visit us online at www.toronto.ca/jobs. To apply online, submit your resume, quoting **File #2319116X**, by **February 14, 2019**.

Equity, Diversity and Inclusion:

The City of Toronto is committed to fostering an inclusive, accessible environment where all employees and members of the public feel valued, respected and supported. We are dedicated to building a workforce that reflects the diversity of the public and the communities in which we live and serve.

Accommodation:

If you are an individual who requires accommodation to apply to this position, due to disability under the Ontario Human Rights Code, please email us at application.accomodation3@toronto.ca, quoting job ID #2319116 and the job title. The City is committed to providing Code-protected accommodation throughout its hiring process. Please visit [Hiring Policies and Statements](#) for further details.