



WE ARE HIRING!

DIRECTOR OF LEGISLATIVE SERVICES

Looking for an opportunity to build your career, or top-up your pension, by being a leader in a growing and progressive community?

The City of Brandon is actively seeking an innovative and skilled individual to head-up our Legislative Services Department.

Apply today at

JOBANK.BRANDON.CA

Director of Legislative Services



You will:

- Provide dynamic leadership among City Council, your department, and the community
- Demonstrate initiative to plan, organize and prioritize in a constantly changing environment
- Communicate effectively with the public, employees, City Council, and external organizations
- Create the Department's management, business strategy and vision
- Possess a strong understanding of organizational culture, climate, and politics

Reporting to the City Manager, the Director of Legislative Services is responsible for all legal matters, corporate records, municipal governance, as well as the general management of the department.

Being Manitoba's second largest city, Brandon has experienced solid and consistent growth and provides opportunities for individuals, families, and businesses to grow and succeed.



Contact Info:
204-729-2240

Apply Online
jobbank.brandon.ca



WHAT DOES THE POSITION OFFER YOU?

- Leading three functional areas, responsible for up to 10 employees
- Being a member of the City's Department Head Team
- Working directly with a respectful and trusting City Council
- Progressive training and internal succession opportunities
- An organization that lives its values of Building and Serving Community with PRIDE (Professionalism, Respect, Integrity, Diversity and Excellence);
- Being part of a multi-cultural organization that cares deeply about Truth and Reconciliation
- Defined benefits pension plan and benefits package

EDUCATION

- Post-secondary degree or diploma with major course work in political science, public administration, business administration, or a related field (preferred) or equivalent experience
- Manitoba Municipal Administrators Association certification or equivalent (or willing to obtain)

EXPERIENCE

- Five (5) years' experience in a progressive leadership position working at a higher executive team level in an urban municipality (mandatory)
- Experience working with collective agreements, corporate policies, and privacy legislation is an asset

Director of Legislative Services



Competition # 220100

Please apply with a cover letter and resume online at jobbank.brandon.ca.

Posted on: September 23, 2022

Applications will be accepted until filled.

This position is not included in a Collective Agreement.

The selection process for this competition will include testing and an interview.

The City of Brandon reserves the right to underfill this position.

Position Conditions:

This is a full-time, permanent position of 36.25 hours per week.

Rate of Pay:

\$119,996.12 - \$129,468.72 – 2022 Annual Rates

For complete position details and requirements see the Job Description on the [City of Brandon website](#).

The City of Brandon is committed to an inclusive, barrier free environment and will accommodate the needs of applicants under the Accessibility for Manitobans Act (AMA) throughout all stages of the recruitment and selection process. We thank all applicants for their interest; only those advancing in the competition will be contacted. If contacted to participate in the process, please advise if you require an accommodation.

Serving and Building Community!

What does Brandon have to offer?



Brandon consistently ranks in the Top 10 best places to live and is the 6th sunniest city in Canada. Cottage country is as close as 20 minutes, with renowned Riding Mountain National Park and Wasagaming resort area within an hour. World-class hiking and mountain biking opportunities are also within 20 minutes.

Brandon has the third most affordable housing in the country when comparing salaries to housing costs (REMAX 2022).

Rich in culture, rarely does a weekend go by without a community gathering, theatre play, concert, or event. The community has a full-service auditorium and Manitoba's largest indoor event centre.

As Western Manitoba's industrial and commercial hub, there are many restaurants, retail shopping stores and employment opportunities.

Home to a university and a major college, education opportunities are abundant.

Brandon is a vibrant and culturally diverse community boasting active immigration from all corners of the world.

Maximum in-city commute of 12 minutes makes going home for lunch or attending your children's school celebrations or activities easy.

Contact Info:
204-729-2240

Apply Online
jobbank.brandon.ca

What does Brandon have to offer?



Brandon has a reputation as a sports oriented city bolstered by a WHL hockey team and a high-performance hockey academy.

Whatever the season, there are a multitude of recreational options ranging from casual to organized to professional. Winter sports are aplenty and include snowmobiling, ice fishing, cross country skiing and snowshoeing. The Assiniboine River stretches 17 km through Brandon and is ideal for canoeing, water sports, fishing and picnics.

Brandon is strategically located to facilitate quick visits to the capital city home to an NHL hockey franchise, CFL football team, and major concert events, one hour to the USA border, and countless parks, forests, rivers and lakes

We encourage you to dig a little deeper into what makes Brandon so welcoming by visiting economicdevelopmentbrandon.com/live. We are confident that you will agree, “You Belong in Brandon”.

