



Township of Johnson

Advertisement

Municipal Clerk

The Township of Johnson has a population of approximately 850 residents and is located approximately 50 km east of Sault Ste. Marie. The municipality sits on the picturesque north shore of Lake Huron and is a mixture of rural, residential and agricultural lands and contains an abundance of water front recreational properties for seasonal and full-time residences. The Township of Johnson also encompasses the hamlet of Desbarats Ontario. The area is everything for the outdoor enthusiast: camping, boating, fishing, hunting, cross country skiing, snowmobiling and hiking. City amenities and airport services are available in Sault Ste. Marie. The hamlet of Desbarats services the local high school and hockey arena each of which provide regional services to the neighboring municipalities. The Township of Johnson also manages the local water system and sewer system for the hamlet of Desbarats.

Due to a retirement, the Township of Johnson is looking to recruit a qualified individual for the position of Clerk. The successful candidate will assist Council in providing strategic leadership to a staff of non-unionized employees and assistance in managing the numerous assets on the municipality.

Working closely with the Mayor and Council, the Clerk is the senior administrative position and acts as advisor to Council. As the successful candidate, you should be an accomplished generalist and excellent communicator and have several years of broad municipal sector experience in a senior management position.

Thorough knowledge of governance, municipal law, applicable provincial and federal legislation, human resources, labour relations, finance, accounting, computer applications and project management are all necessary for a successful candidate. A proven track record of effective leadership to serve the needs of Council in developing, implementing and managing strategic initiatives is also a definite asset. The Municipal Clerk fulfills the statutory obligations of the position.

For further information regarding qualifications or job duties, contact the current CAO (Ruth Kelso) at email: Ruth.Kelso@bellnet.ca.

The Township of Johnson offers a competitive remuneration package including an attractive health benefits plan.

Interested individuals having these qualifications are encouraged to submit a cover letter and resume marked **CONFIDENTIAL** by **4:30 PM, Friday February 22, 2019** to the attention of:

Blaine@bgmcl.ca

Blaine Mersereau, Mayor Township of Johnson
Personnel Committee
1 Johnson Drive / PO Box 160
Desbarats, Ontario P0R 1E0