

# Chief Operating Officer

Created in 2013, the Municipal Joint Services Board (MJSB) exists to serve the residents of the Municipality of the District of Lunenburg and the Towns of Bridgewater and Mahone Bay. MJSB operations includes solid waste management, information technology, human resources, procurement, and safety shared services. On their behalf, we are seeking an experienced municipal services leader to join their team as Chief Operating Officer.

## What will it take to succeed in this role?

As Chief Operating Officer, you will report to a Board of Directors and serve as the senior administrative and operational head of the organization.

As the ideal candidate, you have a degree in business, public administration, engineering, or related discipline, and several years' senior level experience in solid waste, municipal government, or other public sector agencies.

You have a successful track record of accomplishments and an ability to build consensus among various stakeholders such as elected officials, municipal partners, staff, other levels of government, contract service providers, and citizens.

Professionally, you have well-rounded skills in human resources, finance, operations, administration, customer service, public relations, planning, and governance. Personally, you possess well-developed qualities in communications, problem solving, leadership, and, most important, integrity.

[A full position description is available here.](#)

This is an interesting job with an organization doing very important work for the community. If this appeals to you, please submit a resume and a cover letter explaining how you can help the Municipal Joint Services Board achieve its goals. Submissions can be emailed to Gerald Walsh Associates Inc. at [apply@geraldwalsh.com](mailto:apply@geraldwalsh.com), quoting project number **1896** in the subject line.

*Municipal Joint Services Board values diversity and inclusiveness and encourages applications from all qualified candidates including Indigenous persons, racially visible persons, persons with disabilities, and women. Applicants wishing to self-identify may do so in their cover letter.*