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OPPORTUNITY PROFILE

Chief Strategy Officer

ABOUT THE CITY OF GRANDE PRAIRIE

Home to endless skies and boundless opportunities, Grande Prairie is located in the heart of the Peace Region in Northwestern Alberta. The largest urban centre north of Alberta’s capital, Grande Prairie is a thriving young city of over 70,000 with a median age of 35.3; younger than the national average and reflective of a strong presence of working families and youth. Whether it’s parents pushing a stroller, children filling the Eastlink Centre, or families biking on one of the many trails, there are signs of youth everywhere you turn. Grande Prairie’s youthfulness arises from the exciting opportunities that have sustained an upward trend of approximately 3% annual growth since 2021, underscoring Grande Prairie’s strong appeal and expanding economic and lifestyle opportunities.. More than 80 different cultural and ethnic groups contribute to the community, which not only serves as a hub for the surrounding area but also as the heart of a thriving regional population of almost 300,000 people.

Attracting businesses, jobs, and people is enabled by a well-balanced blend of agricultural industry, strategic location, and diverse wealth of natural resources including oil, natural gas, coal, and lumber. This diversity provides great opportunity for careers across a variety of industries. In addition, Alberta’s newest Polytechnic institution (Northwestern Polytechnic) serves as the capstone for an outstanding local educational system that facilitates personal and career growth across a full range of opportunities.

The community offers an intriguing mix of mid-size city community and big city amenities that is often referred to as “urban without urban grind.” There is endless possibility for residents to get involved and connected! For sport and recreation enthusiasts, there is a wide variety of parks and trails to explore across the city, as well as several state-of-the-art recreational facilities. An exciting and engaged arts and culture community is also very active in venues such as the Montrose Cultural Centre, the Centre for Creative Arts and the Grande Prairie Live Theatre and supported by a multitude of cultural and neighbourhood associations.

With something for everyone, Grande Prairie is the perfect place to thrive!

THE OPPORTUNITY

Reporting directly to the City Manager (CAO), the Chief Strategy Officer (CSO) provides enterprise leadership for the Investment & Strategy Service Area, with responsibility for:

- Corporate Strategy
- Intergovernmental Relations
- Legislative & Executive Services
- Corporate Communications
- Community Connections
- Economic Development (Invest Grande Prairie)

The CSO plays a critical role in aligning Council’s Strategic Plan with organizational priorities, external partnerships, and community-facing services. This role integrates long-term strategic planning, governance and legislative services, economic development, community engagement, and reputation management to ensure the City remains competitive, connected, and well-positioned for sustainable growth.

The CSO is a key member of the Corporate Leadership Team, providing strategic counsel to the City Manager and Council while stewarding high-impact relationships with community organizations, regional partners, other orders of government, and Indigenous communities. **KEY ROLES & RESPONSIBILITIES**

- Managing the development and performance of talent within the Investment & Strategy service area, in line with corporate plans and priorities and establishing staff performance objectives to meet the needs of the Investment & Strategy service area, the corporation and the Community.
- Guiding, overseeing and ensuring the development of strategy, strategic priorities, objectives and initiatives that reflect Council’s vision and management’s mission. The organization relies on this process to develop and execute action plans and associated budgets to optimize organizational capacity, achieve appropriate service levels and achieve Council’s strategic plan and related Master Plans in accordance with established framework and timelines.
- Analyzing and synthesizing a wide array of subjective and objective information to establish appropriate long-term and short-term direction for the Chief Strategy Officer service area.
- Preserving the City of Grande Prairie’s reputation by using earned credibility and professional judgement to work through highly political situations where community relationships, organizational confidence and other critical interests may be at risk.
- Managing the City’s internal and external corporate communications, including strategic communications planning, issues management, crisis communication, media relations, web services, publications, public engagement and reinforcing the City’s brand.
- Developing, executing and evaluating integrated, strategic communications and public consultation plans that effectively support business objectives, communicate change, raise awareness and generate understanding about City of Grande Prairie priorities, initiatives, and position on emerging issues and opportunities.
- Ensuring the organization and the Community are provided comprehensive and reliable legislative and City Clerk services in compliance with the standards of City Council and the Corporate Leadership Team.
- Developing, establishing and sustaining constructive intergovernmental relations between the City and local/regional authorities, the Province of Alberta, the Government of Canada and the various First Nations / Metis groups in the region.
- Play a key role in leading economic development activities for the City, by providing appropriate guidance and leadership ensuring business community receives appropriate services from the City so they are able to thrive and grow. In addition, collaborate effectively with the regional investment attraction efforts of Invest Grande Prairie, ensuring strong economic opportunities are achieved for the region.
- Strengthening community connections by providing strategic leadership for community-facing programs and partnerships, fostering collaborative relationships with community organizations, cultural and heritage groups, recreation and sport partners, and sector stakeholders, while aligning community initiatives and funding with Council priorities to support quality of life and shared outcomes.

THE PERSON

Experience and Education

- Proven performer with at least ten (10) years of experience at progressively higher levels of responsibility in managing functions similar to those encompassed in this Service Area.
- An undergraduate degree in Business / Commerce, Public Administration, or Political Science. A graduate degree is preferred.
- Knowledge of applicable legislation, current standards and policy as they relate to the operation of local government.

Skills and Qualifications

- Exemplary interpersonal skills to effectively interact with the vast array of staff in the departments and throughout the organization, individuals and representatives within the community, throughout the region in neighbouring municipal organizations, as well as provincial and federal government and First Nations / Metis representatives.
- Strong oral and written communication and conflict resolution/mediation skills, including the ability to communicate with honesty, sensitivity and diplomacy, maintain confidentiality and deal tactfully in an open and political environment; effective listener and collaborative leader.
- Successful track record in assessing needs, developing strategies and effectively addressing communications and government relations issues/requirements.
- Skilled in fostering and maintaining effective working relationships with diverse stakeholders within and outside the organization. Demonstrates appropriate confidence to earn credibility with Council while also earning the trust and confidence of associates at all organizational levels and throughout the Community.
- Proven ability to develop, execute and evaluate effective marketing and branding strategies.
- Ability to deal with confidential issues, including human resource issues, professionally and in accordance with City policy.

COMPENSATION

A highly competitive compensation package will be provided, including an attractive base salary and excellent benefits. Further details will be discussed in a personal interview.

FOR INFORMATION, PLEASE CONTACT

Leaders International values diversity, equity, and inclusion in all aspects of our operations. Candidates are invited to contact us directly with any accommodation requests.

To apply, please email your cover letter and resume (PDF or Word document only—preferably as one document) to **Ardyce Kouri** at apply@leadersinternational.com, indicating the job title in the subject line.

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