



TOWN OF
PEACE RIVER
ALBERTA

OPPORTUNITY PROFILE

**Director of Infrastructure
and Development**

About the Town of Peace River

The Town of Peace River is nestled in the heart of northwestern Alberta. The Town is a vibrant and welcoming community known for its breathtaking river valley, strong sense of community, and exceptional quality of life. Located at the confluence of the Peace, Smoky, and Heart Rivers, the Town offers a unique blend of natural beauty, economic opportunity, and small-town hospitality.

As the regional service and business hub for the Peace Country, Peace River supports a population well beyond its municipal boundaries. The local economy is diverse, with key industries including agriculture, forestry, energy, healthcare, education, transportation, retail, and public services. This diversity has created a resilient economy that continues to attract businesses, skilled professionals, and families seeking both career opportunities and an exceptional lifestyle.

Guided by a progressive Council and leadership team, the Town is committed to responsible growth, sound infrastructure planning, exceptional public service, and building a thriving community for generations to come. With several significant capital projects underway and exciting long-term development opportunities on the horizon, this is an exceptional time to join the organization and contribute to the future of the community.

The Opportunity

The Town of Peace River is seeking an experienced and collaborative Director of Infrastructure and Development to provide strategic leadership for one of the municipality's most critical service areas. Reporting directly to the Chief Administrative Officer, the Director is responsible for leading the planning, delivery, maintenance, and long-term sustainability of the Town's infrastructure, public works, planning, and development functions while ensuring high-quality services for residents and businesses.

This role presents a unique opportunity to lead during an exciting period of organizational renewal and community growth. The successful candidate will oversee a diverse portfolio that includes roads, transportation infrastructure, water and wastewater systems, municipal facilities, fleet and equipment, planning and development, capital projects, and asset management. Working closely with Council, the Executive Leadership Team, government agencies, contractors, developers, and community stakeholders, the Director will help shape the Town's future by supporting sustainable growth, enabling economic development initiatives, and strengthening operational excellence across the department.

Beyond overseeing day-to-day operations, the Director will play a key leadership role in advancing major infrastructure initiatives, modernizing departmental processes, strengthening long-term capital planning, and fostering a collaborative, service-oriented culture that empowers employees and delivers exceptional outcomes for the community. As the Town continues to pursue new residential, commercial, and industrial opportunities, the Director will ensure infrastructure and

development planning effectively support investment, community growth, and long-term economic prosperity.

Why This Opportunity?

The successful candidate will join an organization with a positive, collaborative culture where teamwork, mutual respect, and community service are highly valued. The Town is seeking a leader who is invested not only in the organization but also in the community—someone who is committed to building relationships, supporting employees, and contributing to Peace River's long-term growth and success.

Key Responsibilities

- Provide strategic leadership and operational oversight for the Infrastructure and Development Department.
- Lead, mentor, develop, and evaluate a multidisciplinary team while overseeing the planning, delivery, and evaluation of the department's operating and capital budgets.
- Ensure the safe operation and long-term sustainability of municipal infrastructure and facilities.
- Direct the operation and stewardship of the Town's roads, transportation networks, water and wastewater systems, drainage, municipal facilities, and other core infrastructure assets.
- Lead procurement, engineering, tendering, and contract administration for infrastructure projects, including overseeing competitive procurement processes, evaluating proposals, and recommending contract awards that deliver value, quality, and long-term community benefit.
- Develop long-term asset management, capital planning, and infrastructure renewal strategies that support sustainable municipal growth.
- Provide strategic leadership and oversight to the Planning and Development function by fostering a proactive, customer-focused approach that supports responsible land use, community planning, and future development opportunities.
- Partner with internal and external stakeholders to help advance economic development initiatives by ensuring municipal infrastructure and development services effectively support business investment, community growth, and long-term prosperity.
- Strengthen departmental processes, project tracking systems and reporting mechanisms to support effective decision-making and Council reporting.
- Provide advice and reports to Council, Committees, and the Chief Administrative Officer on infrastructure, planning, development, and capital priorities.
- Advance the Town's long-term Asset Management Strategy and infrastructure renewal planning.

- Provide leadership, coaching and mentorship to an evolving management team while fostering a collaborative and high-performing culture.
- Support labour relations activities, including upcoming collective bargaining initiatives.
- Build strong positive working relationships with contractors, consultants, provincial agencies, developers and community stakeholders. This would include Federal or Provincial government departments and neighbouring municipalities with respect to public works.
- Promote a strong culture of workplace safety, accountability, continuous improvement, and customer service, ensuring departmental operations comply with applicable legislation, professional standards, and occupational health and safety requirements.
- Ensure infrastructure planning supports anticipated community growth and future development opportunities.
- Recruit, mentor, develop, and evaluate department staff.
- Provide strategic oversight of the Town's essential water and wastewater infrastructure, ensuring reliable, safe, and sustainable utility services that meet the needs of the community.

The Person

Qualifications and Educational Requirements

- Five or more years of progressive leadership experience within municipal infrastructure, public works, engineering, planning and development, facilities management, or a comparable public-sector or infrastructure-intensive environment.
- Degree or diploma in Civil Engineering, Engineering Technology, Public Administration, Infrastructure Management, or related discipline.
- Professional Engineer (P.Eng.) or Certified Engineering Technologist (C.E.T.) designation is considered an asset but is not essential.
- Demonstrated experience leading multidisciplinary teams, capital infrastructure programs and organizational change.
- Experience overseeing operating and capital budgets, procurement and contract administration.
- Strong understanding of municipal infrastructure systems, asset management and long-term capital planning.
- Experience working within a unionized environment is considered an asset.
- Exceptional relationship-building and stakeholder engagement skills.

Knowledge, Skills & Attributes

Collaborative Leadership – Creates an environment built on trust, collaboration and accountability. Leads by coaching and empowering others while fostering a culture where employees are supported, engaged and encouraged to succeed.

Strategic Project Leadership – Provides strong oversight of multiple complex capital initiatives while establishing effective project management practices, organizational processes and long-term infrastructure planning.

Relationship Building – Builds trusted relationships with Council, colleagues, contractors, consultants, provincial agencies, developers and community stakeholders through collaboration, credibility and professionalism.

Public Service Orientation – Demonstrates a genuine commitment to responsive public service by communicating openly, addressing concerns professionally and ensuring residents receive timely, respectful and solutions-focused service.

Organizational Excellence – Balances strategic priorities with operational demands by effectively managing competing priorities, budgets, resources and long-term infrastructure planning while delivering measurable results.

Political & Business Acumen – Exercises sound judgment, diplomacy and integrity while successfully navigating a municipal governance environment and balancing the interests of Council, administration and the broader community.

People Development – Builds capable teams by mentoring emerging leaders, providing clear direction, recognizing strengths and creating opportunities for professional growth and continuous improvement.

Communications - Responds to public enquiries, media requests for information, or complaints about departmental activities, in accordance with approved policies and procedures.

Compensation

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

Express Your Enthusiasm

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 a cover letter and resume (PDF or Word document only) to **Sonny Kapoor or Deepthi Koshy** at apply@leadersinternational.com, indicating the job title in the subject line.

www.leadersinternational.com