



Chief Administrative Officer

WATERHOUSE
EXECUTIVE SEARCH

Middlesex County is a vibrant upper-tier municipality with an ideal mix of rural and urban living. The County is strategically located in the heart of Southwestern Ontario and covers a sprawling area of over 2,800 square kilometres with administration headquarters in London. The county is home to the municipalities of North Middlesex, Adelaide Metcalfe, Strathroy-Caradoc, Southwest Middlesex, Thames Centre, Middlesex Centre, Lucan Biddulph, and the Village of Newbury.

Middlesex County has a diverse population of over 81,000 residents with an expected population growth of 1.8% annually to a projected population of 151,000 by 2056. The County offers both rural and urban opportunities with vibrant downtown cores, unique villages, towns and rural communities, and a high quality of life including bountiful recreation and cultural choices in a picturesque setting. Middlesex provides an affordable housing, a relaxed and family-oriented lifestyle, which is enhanced by the proximity of quality healthcare, educational institutions such as Western University, Fanshawe College and Lambton College.

Middlesex has a diverse economy, with a strong foundation in agriculture, agri-food, healthcare professional services and manufacturing, and growing retail, logistics, construction and service sectors supported by a highly skilled, educated and ready workforce with a reputation for quality and a strong work ethic.

Middlesex County is an upper tier municipality that provides a range of services to residents including, transportation, social services, economic development, emergency services, long term care, libraries, and planning. With a combined 2025 [operating and capital budget](#) of \$183 million and 700 permanent and part-time employees, Middlesex is committed to meeting the needs of eight partner municipalities, 81,000 residents and the business community by delivering efficient and effective services.

Inspire our Future as our Chief Administrative Officer

The ideal candidate will be an inspiring, principled, and collaborative leader with a proven track record of results and accomplishments in municipal government or related business environment. You have exceptional communication skills, political acumen, and the ability to foster partnerships with diverse interest-holders while engaging and inspiring our employees and ensuring customer service excellence.

Reporting to the Warden and Council, the **Chief Administrative Officer** is responsible for the strategic leadership and efficient delivery of all the County's administrative and operational services. As the key advisor to Council, you have the vision to develop and implement operational plans and ensure the coordination of services which align with and support our strategic priorities. You will recommend innovative and fiscally sound policies, plans, and programs that benefit County residents. You will work to promote growth and development in the County and ensure the effective utilization of resources while focusing on priorities established by Council.

Leading a talented team of employees, and working in a complex unionized environment, the ideal candidate will inspire a dedicated workforce, fostering a workplace culture focused on service excellence, innovative thinking, teamwork, inclusion and diversity while positioning the Middlesex County as an employer of choice.

At Middlesex County, you will have a chance to make an impact in your everyday work and build lasting relationships in the communities in which we live and serve. The County offers a competitive total rewards package including generous benefits, a generous vacation schedule, and a work-life balance program.

How to Apply

To explore this opportunity, please apply via email with a covering letter and resume **by June 9, 2025 or sooner to careers@waterhousesearch.net** quoting project **MC-CAO**.

Should you wish to speak to our Executive Recruiter or to receive a detailed position description please contact Amy Oliveira at 416-214-9299 x4, amy@waterhousesearch.net, or Jon Stungevicius at 416-214-9299 x1, jon@waterhousesearch.net.

All applications will be held in strict confidence. We thank all applicants, however, only those selected for an interview will be contacted. Personal information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used for employment assessment purposes only.