

The Corporation of the Township of Terrace Bay

P.O. Box 40, 1 Selkirk Avenue, Terrace Bay, ON, P0T 2W0
Phone: (807) 825-3315 Fax: (807) 825-9576



THE CORPORATION OF THE TOWNSHIP OF TERRACE BAY REQUIRES A COMMUNITY DEVELOPMENT MANAGER

The Township of Terrace Bay is seeking a knowledgeable and self-motivated individual to fill the position of Community Development Manager.

As part of our successful management team, this individual will take the lead on community development and recreation initiatives. The position is tasked with seeking out innovative ventures to further the Township's community and economic development as well as identifying new and unique tourism opportunities. Day-to-day responsibilities also include managing and operating the Community Center/recreation complex and other Township facilities; overseeing a staff of both unionized and non-unionized employees; organizing recreational programs to meet the recreation and leisure needs of the community; and organizing various Township special events.

The ideal candidate will have a post-secondary degree or diploma related to Community Development or Recreation (or similar) with 3-5 years progressive management experience, preferably in the municipal sector. The individual will be proficient with computer applications; possess good written and verbal skills; the ability to communicate and work well with others; knowledge of Provincial/Federal funding programs; and familiarity with municipal government operations.

The job description is currently under review, please inquire at the details below. Salary range is \$83,397.27 to 100,478.64 based on the 2026 management grid.

Please forward a resume and cover letter to the contact below on or before **4:00 pm on Monday June 8, 2026**:

Jon Hall, CAO/Clerk
Township of Terrace Bay
P.O. Box 40
1 Selkirk Avenue
Terrace Bay, ON
POT 2W0
cao@terracebay.ca

All applications and enquiries will be treated in confidence. We thank all applicants, however only those who are selected for an interview will be contacted. Personal information is collected under the *Municipal Freedom of Information and Protection of Privacy Act* only for job selection purposes.

The Corporation of the Township of Terrace Bay is an equal opportunity employer committed to inclusive, barrier-free recruitment and selection processes and work environments. We will accommodate the needs of applicants under the Ontario Human Rights Code and the *Accessibility of Ontarians with Disabilities Act* (AODA)