

# Manitoba Government Job Opportunities

## **Executive Director, Property Services**

### **XM3 Senior Manager 3**

Regular/full-time

Department of Families

Property Services, Manitoba Housing

Winnipeg MB

**Advertisement Number:** 41776

**Salary(s):** XM3 \$105,308.00 - \$125,772.00 per year

**Closing Date:** October 6, 2023

**The Manitoba government recognizes the importance of building an exemplary public service reflective of the citizens it serves, where diverse abilities, backgrounds, cultures, identities, languages and perspectives drives a high standard of service and innovation. The Manitoba government supports equitable employment practices and promotes representation of designated groups (women, Indigenous people, persons with disabilities, visible minorities).**

**Employment Equity is a factor in selection for this competition. Consideration will be given to Indigenous people and persons with disabilities.**

**An eligibility list may be created for similar positions and will remain in effect for 6 months.**

### **Introduction**

Manitoba Housing has a unique role in promoting community development and creating opportunities for people to engage in activities that promote well-being and social inclusion where they live. Property Services provides social and affordable housing to low and moderate income Manitobans and those with specialized needs.

### **Conditions of Employment:**

- Must be legally entitled to work in Canada
- Must be able to provide and maintain a criminal record check with vulnerable sector search
- Must be able to provide a satisfactory Child Abuse Registry Check
- May be required to travel throughout Manitoba
- Must be able to provide a satisfactory Adult Abuse Registry Check

**Qualifications:****Essential:**

- Post-secondary degree in Business or Public Administration; an equivalent combination of related education and/or experience may be considered.
- Extensive management experience with responsibility for human and financial resources with experience in budgeting and financial management.
- Experience providing leadership and direction in the implementation of policies and programs.
- Experience with property management and oversight of major capital and renovation projects.
- Extensive knowledge in social services.
- Excellent interpersonal skills with the ability to build and strengthen relationships internal and external stakeholders.
- Experience building relationships with Indigenous people with a focus on implementation of the principles of reconciliation.
- Demonstrated ability to leverage opportunities for innovation, identify creative solutions to issues, and successfully manage change.
- Strong political acumen demonstrated through experience providing strategic advice to senior leaders on complex topics and sensitive issues.
- Experience with strategic priorities and strategic performance measurement systems.
- Excellent verbal communications skills.
- Excellent written communications.

**Duties:**

The Executive Director is responsible to lead and manage the Property Services branch and provide advice and support to the Chief Operating Officer / Assistant Deputy Minister. The Executive Director is accountable for providing effective leadership, direction, management, administration and support to staff responsible for the overall delivery and administration of the property management and maintenance of the Direct Managed portfolio. The Executive Director works cooperatively with other branches within Manitoba Housing, various government departments and service partners to provide support functions that help individuals maintain successful tenancies. The Property Services branch functions out of 15 Districts throughout Manitoba (8 in Winnipeg and 7 in Rural and North).

**Apply Now:**

Advertisement # 41776

Talent Acquisition - Executive Recruitment

Human Resource Services

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Winnipeg, MB, R3C 0C4

Phone: 204-945-6892

Fax: 204-945-0601

Email: [govjobs@gov.mb.ca](mailto:govjobs@gov.mb.ca)

**WHEN APPLYING TO THIS POSITION, PLEASE INDICATE THE ADVERTISEMENT NUMBER AND POSITION TITLE IN THE SUBJECT LINE AND/OR BODY OF YOUR EMAIL.**

**Applicants may request reasonable accommodation related to the materials or activities used throughout the selection process. When applying to this position, please indicate the advertisement number and position title in the subject line and/or body of your email.**

Your cover letter, resumé and/or application must clearly indicate how you meet the qualifications.

Please be advised that job competitions for represented positions may be grieved by internal represented applicants. Should a selection grievance be filed, information from the competition file will be provided to the grievor's representative. Personal information irrelevant to the grievance and other information protected under legislation will be redacted.

We thank all who apply and advise that only those selected for further consideration will be contacted.

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Any personal information provided including employment equity declarations will be used for employment and/or statistical purposes and is protected by The Freedom of Information and Protection of Privacy Act.

**Alternate formats available upon request**