



## **Executive Director Building & Chief Building Official**

Toronto is Canada's largest city, the fourth largest in North America, and home to a diverse population of about 2.8 million people. Consistently ranked one of the world's most livable cities, we are a global centre for business, finance, arts and culture.

### **About the Role**

The Executive Director, Building & Chief Building Official provides strategic leadership to ensure all newly constructed commercial and residential buildings meet provincial and municipal standards and regulations. This role oversees the issuance of licenses and permits for construction in Toronto, ensuring compliance with technical standards and regulatory frameworks. Reporting to the Deputy City Manager, the Executive Director drives operational excellence, policy development, and service improvements to support the city's growth and development.

### **Key Responsibilities**

- **Strategic Leadership:** Set divisional goals, objectives, and priorities aligned with Council priorities and strategic directions.
- **Regulatory Compliance:** Ensure buildings comply with provincial regulations, the Ontario Building Code, and municipal standards through effective plan reviews and inspections.
- **Policy Development:** Oversee and coordinate divisional programs and policies to ensure compliance and service delivery efficiency.
- **Financial Management:** Conduct short- and long-term financial planning, forecast workloads, and manage budgets in line with Council directives.
- **Stakeholder Engagement:** Provide strategic advice to the Mayor, Council, and Committees while collaborating with government agencies and private-sector partners.
- **Change Management:** Lead change initiatives and staff development to adapt to evolving regulations, performance expectations, and community needs.
- **Continuous Improvement:** Establish processes, performance benchmarks, and systems to drive efficiencies, resource optimization, and reporting effectiveness.
- **Labour Relations and Safety:** Maintain compliance with occupational health and safety regulations and collective agreements, ensuring a positive work environment.

## Candidate Profile

The ideal candidate is a visionary and results-oriented leader with a proven track record in managing regulatory compliance, policy development, and operational oversight within a large organization. They demonstrate expertise in stakeholder engagement, financial management, and driving performance improvement while ensuring alignment with government standards and priorities. The candidate is skilled in building collaborative partnerships, leading change initiatives, and navigating complex regulatory environments to achieve organizational goals. Beyond the core role, the successful individual will be a key member of the Development and Growth team helping with key Council priorities such as the Housing Crisis. Passion and progressiveness is how this individual should be described in balancing their need to ensure compliance and challenge the status quo and create excitement and motivation the division.

## Qualifications

- Undergraduate degree in engineering (preferred), architecture, or a related field.
- Extensive experience in leadership roles managing building codes, regulatory compliance, and policy frameworks.

To apply to this role, submit your application to **Phelps** by clicking here: <https://bit.ly/40E6E4C>

Application deadline: Monday February 24<sup>th</sup>, 2025



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