

Job Title: Director of Community Development

Location: Truro, Nova Scotia

TP - MCC- 9343

Centrally located within Nova Scotia between two extraordinary coastlines, Colchester is a progressive rural municipality that offers an unparalleled work-life balance. It is a place that is affordable, welcoming, family focused, rich in diverse culture and natural beauty with thriving businesses and access to all the modern amenities typically found in an urban setting – without the common stresses of living in an urban setting.

Meridia is pleased to partner with the Municipality of the County of Colchester to recruit a Director of Community Development, a senior leadership role responsible for guiding the County's growth, strategic planning, and service delivery across multiple departments.

Role Description

Reporting to the Chief Administrative Officer, the **Director of Community Development** provides strategic leadership to a multidisciplinary team, including Planning & Development, Recreation Services, GIS & Property Information, and Inspection Services. You will play a key role in shaping policies, programs, and infrastructure that directly impact the County's residents, businesses, and future growth. This is a highly visible leadership position requiring a balance of strategic vision, operational expertise, and the ability to foster strong relationships with Council, staff, developers, community groups, and residents. The successful candidate will be a collaborative, innovative, and forward-thinking leader, comfortable guiding complex initiatives and translating technical concepts into clear, actionable insights.

Key Responsibilities:

Strategic Leadership & Vision

- Lead the Community Development Department, fostering a collaborative and high-performing culture across Planning & Development, Recreation Services, GIS & Property Information, and Inspection Services.
- Develop and implement long-term strategies that align with Council priorities and community needs, including growth management, housing, economic development, and sustainability initiatives.
- Translate complex technical, regulatory, and policy information into clear recommendations for Council, stakeholders, and the public.
- Champion innovative approaches to community development challenges, seeking solutions that balance efficiency, sustainability, and public benefit.

Planning & Development Oversight

- Oversee land use planning, zoning, development control, and municipal policy implementation.
- Provide guidance and support to developers, consultants, and community groups, ensuring compliance and fostering positive relationships.
- Lead major planning projects, such as county-wide land use strategies, housing initiatives, and active transportation plans.

- Facilitate interdepartmental collaboration to support infrastructure, recreation, and economic development projects.

Community Engagement & Stakeholder Relations

- Build and maintain strong relationships with residents, community organizations, developers, NGOs, and Council members.
- Lead public engagement initiatives to promote understanding, trust, and buy-in for municipal projects and policies.
- Advocate for the long-term interests of the County while respecting the needs of individual communities and stakeholders.

Operational & Program Management

- Ensure delivery of programs and services across all divisions, meeting quality standards, community expectations, and strategic objectives.
- Oversee inspection services, facility maintenance, GIS, and property information management.
- Develop, monitor, and evaluate departmental metrics to measure performance, identify opportunities for improvement, and inform decision-making.

Financial & Resource Management

- Prepare and manage departmental operating and capital budgets, ensuring fiscal responsibility and alignment with municipal policies.
- Monitor spending, manage resources efficiently, and ensure robust financial controls are in place.
- Support procurement, contracting, and consultant management to deliver projects effectively and on schedule.

Human Resources & Team Development

- Lead, mentor, and develop managers and staff, promoting professional growth, engagement, and succession planning.
- Support recruitment, performance management, workforce planning, and employee wellness initiatives.
- Maintain positive labour relations, including effective engagement with unionized employees.
- Ensure compliance with occupational health and safety legislation and promote a safe, inclusive, and supportive workplace.

Council & Public Representation

- Attend Council meetings, advisory committees, and community events as a visible representative of the Municipality.
- Present clear, data-driven reports and recommendations to support evidence-based decision-making.
- Engage proactively with stakeholders to anticipate challenges, manage expectations, and foster collaboration.

Your Qualifications:

- Bachelor's degree in Planning or a related field; CIP membership or eligibility preferred.
- 5–7 years of senior management experience in municipal planning, community development, or a closely related field.
- Demonstrated ability to lead multidisciplinary teams and manage complex projects.
- Deep understanding of municipal governance, land use planning, and development regulations.
- Strong strategic, analytical, and decision-making skills, with a focus on evidence-based, community-oriented outcomes.
- Exceptional interpersonal, communication, and negotiation skills, with a track record of building trust with staff, Council, developers, and the public.
- Innovative thinker, able to translate policy and technical information into actionable strategies.
- Visible and approachable leadership style, with a commitment to being engaged in the community.
- Willingness to attend evening Council and committee meetings, and occasional community events.

Why Colchester County?

This is a rare opportunity to lead a growing, dynamic community and shape its long-term growth, planning, and services. You will have visible, meaningful impact, guiding policy, projects, and programs that touch every part of the County. Colchester offers a collaborative, innovative environment, competitive salary (\$125,389 - \$149,048) and benefits, a defined benefits pension, flexible work options, and a culture that values professional growth, engagement, and hands-on leadership.

The Municipality of Colchester is committed to treating people fairly, with respect and dignity. Their goal is to continue to move forward as a diverse and inclusive community representative of the citizens they serve by offering equal opportunities free of biases. They have formed an Equity, Diversity, Inclusion, and Accessibility Committee to keep them accountable and to help them reach this goal.

The Municipality encourages all qualified applicants who self-identify as Indigenous, Black/African Nova Scotian, Persons of Colour, Newcomers, Persons with Disabilities, 2SLGBTQIA+ to apply and self-identify on their applications.

To express interest in this opportunity please apply online by clicking “Apply Now” below.

For more information contact Thomas Pugh, Partner, at 902-818-4506 and tpugh@kbrs.ca or Heather Simmons, Consultant at 902-421-2335 and hsimmons@kbrs.ca, or please apply online by clicking the “Apply Now” button below. If you require accommodation to participate in the recruitment process, please let Thomas or Heather know.

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we are only successful when you are. We appreciate your interest in this opportunity.

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